



**REGULAR MEETING OF THE  
BARTLESVILLE CITY COUNCIL  
Monday, October 2, 2023  
5:30 p.m.**

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

**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. The invocation will be provided by Pastor Kristy Rogers, First Presbyterian Church.**
- 4. Citizens to be heard.**
- 5. City Council Announcements and Proclamations.**
  - Recognition and presentation of Meritorious Service Award to Firefighter Cody Nissen. Presented by Fire Chief David Topping.
  - National Fire Prevention Safety Week-October 8-14, 2023
  - National Colonial Heritage Month-October 2023.
  - Domestic Violence Awareness Month-October 2023
  - Mental Illness Awareness Week-October 1-7, 2023
  - Manufacturing Month – October 2023
  - National American Indian Heritage Month – November 2023.
- 6. Authorities, Boards, Commissions and Committee Openings**
  - One opening on the Ambulance Commission
  - One opening on the Bartlesville Library Trust Authority
  - One opening on the Library Board
  - One upcoming opening on the Park Board
- 7. Consent Docket**
  - a. Approval of Minutes**
    - i. The Regular Meeting Minutes of September 5, 2023.
    - ii. The Special Joint Meeting of the City Council and the Bartlesville Development Authority on September 19, 2023.
  - b. Approval or Ratification of Appointments to Authorities, Boards, Commissions, and Committees.**
    - i. Reappointment of Mr. Graeme Biggs to his first full-term of three years on the Bartlesville Community Center Trust Authority at the recommendation of Mayor Copeland.
    - ii. Reappointment of Mr. Jon Lindblom, DDS to his first full-term of three years on the Park Board at the recommendation of Vice Mayor Curd.
    - iii. Appointment of Mr. Richard Keim and Mr. Harry Deathe to three year terms each on the Community Center Trust Authority at the recommendation of Mayor Copeland.
    - iv. Appointment of Mr. Bill Weintz to fill an unexpired term on the Street and Traffic Committee at the recommendation of Mr. Roszel.

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

- i. Lease Agreement between Custom Molding Services Inc., the Bartlesville Police Department and the City of Bartlesville for use of their building to provide a satellite office with 24 hour access for special operations in the amount of \$300 per month.
- ii. Contract between the City of Bartlesville/Bartlesville Public Library and Polaris Integrated Library System that will provide training for three library employees to learn about cataloging and acquisitions modules in Polaris, the software used to manage the library's collections in the amount of \$1,050.00.
- iii. Lease Agreement between the City of Bartlesville and Intuitech for equipment to conduct a pilot study for the Wastewater Treatment Plant Expansion Improvements in the amount of \$112,982.
- iv. Service Agreement between the City of Bartlesville and OKWIN LMR with the State of Oklahoma to allow the City to connect to and communicate on the State's system and allow the expansion of the 800MHz system to the NE corner of Oklahoma, the area currently lacking in coverage.
- v. Three-year Business Services Agreement between the City of Bartlesville and BTC to complete connection with a dedicated circuit that is required from the City to the State's central location in the amount of \$700 installation fee and a \$1,000 monthly fee.
- vi. Encroachment Agreement and Release of Liability with First Presbyterian Church for playground equipment that encroaches upon a portion of Dewey Avenue Right-of-Way.
- vii. Amendment No. 1 to the Design Contract with Heckenkemper Golf Course Design for design of the greens rebuild for Adams Municipal Golf Course.
- viii. Development Agreement between Arcadian Housing, LLC/LW Development, LLC and the City of Bartlesville relating to the development of the Arcadian Housing project located in Oak Wood Addition, Bartlesville, Washington County.
- ix. Agreement for Professional Planning and Landscape Architecture Services with Half Associates, Inc. for a Comprehensive Plan for the City of Bartlesville.
- x. Approve the Engagement Letter for audit services with Arledge and Associates P.C.
- xi. Contract between the City of Bartlesville/Bartlesville Public Library Literacy Services and the Oklahoma Department of Libraries for funds to schedule and coordinate a variety of health and wellness programs for the Bartlesville community.

**d. Approval of Resolutions**

- i. Amending the budget for the City of Bartlesville, Oklahoma for Fiscal Year 2023-24 appropriating unanticipated donation revenue for the Golf course Memorial Fund.

**e. Acceptance of Audit**

- i. Acceptance of the City of Bartlesville 2022 Financial Audit Report.

**f. Bartlesville NEXT Report**

- i. Bartlesville NEXT Progress Report – October 2023

**g. Receipt of Financials**

- i. Interim Financials for two months ending August 31, 2023.

**8. Discuss and take possible action to award Bid No. 2023-2024-008 for a Gravity Belt Polymer Feed System. Presented by Mr. Dorsey.**

**9. Discuss and take possible action to award Bid No. 2023-2024-009 for a Day Cab Truck Tractor for the Wastewater Treatment Plan. Presented by Mr. Dorsey.**

10. Public hearing, consideration, and possible action on a request by Josh and Kimberly Davis to close two (2) feet of the portion of the utility easement that runs north and south on the west side of the property in Lot 1, Block 4, Prairie Ridge Addition, Bartlesville, Washington County, Oklahoma. Presented by Micah Siemers, Director of Engineering.
11. Public hearing, consideration, and possible action on a request to rezone 1.85 acres from IP (Industrial Park)/PUD (Planned Unit Development) to C-5 (General Commercial)/PUD, and for approval of a PUD Site Development Plan on property located at 219 N Virginia Ave., from Keith and Christy McPhail of B the Light Mission Foundation. Presented by Larry R. Curtis, Director, Community Development.
12. Discuss and take possible action to adopt an Ordinance amending Ordinance 3277 pertaining to Bartlesville Municipal Code Section 7-17 Flood Prevention and Control. Presented by Micah Siemers, P.E. Director of Engineering.
13. Discuss and take possible action to adopt an Ordinance amending Chapter 17, Streets, Sidewalks, and Other Public Places, Article IV, Sidewalks, of the Bartlesville, Municipal Code concerning the Construction of Sidewalks. Presented by Larry R. Curtis, Director, Community Development.
14. Discuss and take possible action to adopt an Ordinance amending Chapter 12, article XI of the Bartlesville Municipal Code pertaining to Equal Access to Housing, Sections 12-179 and 12-185. Presented by Larry R. Curtis, Director, Community Development.
15. Discuss and take possible action on proposed amendments to Chapter 20, Division 7 of the Bartlesville Municipal Code pertaining to Water Shortages. Presented by Mike Bailey, City Manager.
16. New Business.
17. City Manager and Staff Reports.
18. City Council Comments and Inquiries.
19. Adjournment.

The Agenda was received and filed in the Office of the City Clerk and posted in prominent public view at City Hall at 5:30 p.m. on Thursday, September 28, 2023.

*Jason Muninger*

Jason Muninger, City Clerk/CFO

*/s/ Elaine Banes*

by Elaine Banes, Deputy City Clerk

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

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Sparklight: Channel 56

**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.