



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

**REGULAR MEETING OF THE
BARTLESVILLE CITY COUNCIL**
Monday, November 6, 2023
5:30 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. The invocation will be provided by Pastor Bill Shupe, Redeemer Lutheran Church**
- 4. Citizens to be heard.**
- 5. City Council Announcements and Proclamations.**
 - Award of Merit presented to Ella Wright presented by Fire Chief David Topping.
 - Extra Mile Day – November 1, 2023
 - Arbor Day – November 9, 2023
 - Community Foundation Week – November 12-18, 2023
 - Elder Care Appreciation Month – November 2023
 - Homeless Awareness Month – November 2023
- 6. Authorities, Boards, Commissions and Committee Openings**
 - One opening on the Ambulance Commission
 - Two openings on the Bartlesville Library Trust Authority
 - One opening on the Library Board
 - One opening on the Park Board
- 7. Consent Docket**
 - a. Approval of Minutes**
 - i. The Regular Meeting Minutes of October 16, 2023.
 - b. Approval or Ratification of Appointments to Authorities, Boards, Commissions, and Committees.**
 - i. Appointment of Mr. Aaron Archambo to a three-year term on the Bartlesville Redevelopment Trust Authority on the recommendation of Councilmember Roszel.
 - c. Approval of Agreements, Contracts, Engagement Letters and Release of Lien**
 - i. Extension of an existing purchase of service agreement with United Community Action Program for the CityRide community transportation program, in the amount of \$55,000 annually.
 - ii. Inter-Local Agreement between the Board of County Commissioners of Washington County, on behalf of the Washington County Sheriff, and the Bartlesville Police Department, a department of the City of Bartlesville, to provide select Bartlesville Police Department officers to be deputized through the Washington County Sheriff

allowing Bartlesville Police Officers the ability to assist and work in Washington County.

- iii. Contract between Owasso Fence and the City of Bartlesville/Bartlesville Police Department for security fencing to complete the west and north parking lots of the Bartlesville Police Department in the amount of \$29,986.
- iv. Contract with PioneerDream, Inc. for the development and production of six videos relating to the City of Bartlesville NEXT Strategic Plan, in the amount of \$21,500.
- v. T-Hangar Lease between the Bartlesville Municipal Airport/City of Bartlesville and Rick A. Boswell, in the amount of \$203 month.
- vi. Addendum to the Zero Card Service Fee in Administrative Services Agreement between the City of Bartlesville and The Zero Card, Inc. to increase the administrative fee from 15% of paid claims to 20% of paid claims effective January 2024.
- vii. Master Services Agreement between Training Network, LLC and the City of Bartlesville to provide software that will complete a compensation and wage study on all non-uniformed positions at the City of Bartlesville, in the amount of \$4,800.
- viii. Application by Jerry Maddux, Esq., on behalf of Bartlesville Area Habitat for Humanity, Inc. to forgive liens in the amount of \$110.00 plus additional liens on property located at 1539 SW Maple Avenue.

d. Approval of Resolutions

- i. For the selection of a pre-qualified engineering consulting firm to perform bridge inspections between April 1, 2024 and March 31, 2026.

e. Approval of Consent Order

- i. Consent Order 19-200 – Addendum A (reoffer) from the Oklahoma Department of Environmental Quality on the wastewater collection and treatment system.

f. Approval of Request for Planning Assistance

- i. Request for planning assistance through the Planning Assistance to States Program with the U.S. Army Corp of Engineers for the reallocation of water from flood control to water supply at Hulah and Copan Lake.

g. Bartlesville NEXT Report

- i. Bartlesville NEXT Progress Report – November 2023

h. Receipt of Financials

- i. Interim Financials for three months ending September 30, 2023.

i. Receipt of Bids

- i. Bid No. 2023-2024-010 for New Pickleball Courts
- ii. Bid No. 2023-2024-011 Library LED Signboard Replacement.

8. Discuss and take possible action to award Bid No. 2023-2024-010 for New Pickleball Courts. Presented by Vice Mayor Curd.

9. Discuss and take possible action to award Bid No. 2023-2024-011 for Library LED Signboard Replacement. Presented by Mr. Roszel.

10. Discuss and take possible action on a recommendation from the Bartlesville Development Authority to allocate up to \$900,000 from the Economic Development Fund (EDF) for up to 60 new FTEs (\$15,000 per job) associated with ABB's expansion over 36 months, and appropriate up to \$600,000 to fund the Resident Recruitment Employee Incentive for up to 60 new residents associated with ABB's expansion over 36 months. Presented by David Wood, President, Bartlesville Development Authority.
11. Discuss and take possible action to adopt a formal Debt Policy. Presented by Jason Muninger, CFO/City Clerk.
12. Discuss and take possible action to adopt a formal Rate Study Policy. Presented by Jason Muninger, CFO/City Clerk.
13. Discuss and take possible action to adopt a 5-Year Capital Plan Policy. Presented by Jason Muninger, CFO/City Clerk.
14. New Business.
15. City Manager and Staff Reports.
16. City Council Comments and Inquiries.
17. 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, November 1, 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/>

Live Streaming: <https://www.cityofbartlesville.org/city-government/city-council/webcast/>

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.