



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

**MINUTES OF THE
REGULAR MEETING OF THE
BARTLESVILLE CITY COUNCIL**

**Monday, June 3, 2024
5:30 p.m.**

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

MINUTES

(The Notice of Meeting was posted December 15, 2023 and the Agenda was posted May 30, 2024 at 5:30 p.m.)

City Council present were Mayor Dale Copeland, Vice Mayor Jim Curd, Jr., Councilmembers Trevor Dorsey, and Loren Roszel.

City staff present were Mike Bailey, City Manager; Jess Kane, City Attorney; Jason Muninger, CFO/City Clerk; Laura Sanders, Assistant City Manager; Terry Lauritsen, Director of Water Utilities; Micah Siemers, Director of Engineering; Shellie McGill, Director of the Library and Museum; Kelli Williams, Chief Communications Officer; Larry Curtis, Director of Community Development; Alicia Shelton, Accountant; Kelsey Walker, Communications and Marketing Manager; Steve Roper, Engineering; Robin Betts, Interim H.R. Director; Police Chief Kevin Ickleberry; Deputy Police Chief Troy Newell; Captain Andrew Ward; Fire Chief H.C. Call; and Elaine Banes, Executive Assistant.

- 1. The business meeting of the Bartlesville City Council was called to order by Mayor Copeland at 5:38 p.m.**
- 2. Roll call was conducted and a quorum established.**
- 3. The Invocation was provided by Dr. Larry Cowan, Integrated Team Manager, Grand Mental Health.** Following the invocation, Mayor Copeland expressed his appreciation to Dr. Cowan for the good work that he and his organization provides to the community.

4. Citizens to be heard.

Ed Sheets spoke against allowing golf carts on City streets.

John Hensley spoke about adding public comment before each agenda item. He also inquired as the status of the Amended Charter.

- 5. Discuss and take possible action to fill the City Council position for Ward 4 in the City of Bartlesville, and to possibly administer the Oath of Office to appointee. Presented by Mayor Copeland.**

Mayor Copeland reported that due to the sad loss of Ms. Roane, her position on the City Council became open. The City received seven applications followed by interviews with the remaining four Councilmembers, two by two. Tonight a decision can be made from the seven qualified candidates. Mr. Roszel stated his appreciation to everyone who applied and how he missed his friend, Ms. Roane. Vice Mayor Curd stated his appreciation to Ms. Roane for her commitment to the City, and his appreciation for each of the candidates, as well as the City staff for setting up and scheduling the

interviews. Mr. Dorsey stated that the applicants were really good and his hopes that those not chosen will apply to serve on any of the City's Authorities, Boards, Commissions and Committees. Mr. Roszel concurred.

Mr. Roszel moved to appoint Mr. Quinn Schipper to the City Council position for Ward 4, seconded by Vice Mayor Curd.

Mr. Roszel added that he felt Mr. Schipper is engaged in the community and is well-prepared to serve in this position. Mayor Copeland concurred.

Voting Aye: Mr. Roszel, Mr. Dorsey, Vice Mayor Curd, Mayor Copeland
Voting Nay: None
Motion: Passed

Jess Kane, City Attorney, administered the Oath of Office to Mr. Schipper who then took his seat with the City Council.

6. City Council Announcements and Proclamations.

- Purple Heart City Proclamation was presented by Vice Mayor Curd.

7. Authorities, Boards, Commissions and Committee Openings

- One opening on the Ambulance Commission
- One opening on the Bartlesville Area History Museum Trust Authority

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.

8. Consent Docket

a. Approval of Minutes

- i. The Regular Meeting Minutes of May 6, 2024.

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

- i. Appointment of Ms. Melanie Bayles to fill an unexpired position on the Bartlesville Area History Museum Trust Authority at the recommendation of Mayor Copeland.
- ii. Appointment of Ms. Laura Jensen to a three-year term on the Keep Bartlesville Beautiful Committee at the recommendation of Mayor Copeland.
- iii. Reappointment of Ms. Jana Tresher to an additional three year term on the Street and Traffic Committee at the recommendation of Councilmember Roszel.
- iv. Ratify appointment of Ms. Tara Gotwalt for a three-year term as Trustee for the Bartlesville Development Authority at the recommendation of Mayor Copeland.
- v. Ratify the election of Ms. Gayle Lester as Chair and Ms. Jamie Bennett as Secretary/Treasurer of the Bartlesville Development Authority for FY 2024-2025.

c. Approval of Ordinances

- i. Ordinances and Joinder Agreements to implement Customized Manager Option (CMO) Plans through the Oklahoma Municipal Retirement Fund (OKMRF).

d. Approval of Resolutions

- i. Amending the contracts of the City Judge and Golf Professional adjusting their compensation to accommodate the approved cost of living adjustments and merit increases for Fiscal Year 2024-2025.
- ii. Amending the budget of the City of Bartlesville, Oklahoma for Fiscal Year 2023-2024, appropriating unanticipated revenue for the Golf Course Memorial Fund.

- iii. Amending the budget of the City of Bartlesville for Fiscal Year 2023-2024 appropriating grant funds from the Oklahoma Department of Aerospace and Aeronautics (ODAA) for the Bartlesville Municipal Airport.
- e. Approval and/or Ratification of Agreements, Contracts, Engagement Letters, Change Orders, Memorandums of Understanding, Fee Schedules, and Mayoral Proclamations and Letter.**
- i. Professional E-Rate Management Services – Fee Schedule between the City of Bartlesville/Bartlesville Public Library and Kellogg and Sovereign Consulting for completion and submission of all forms for E-Rate funding.
 - ii. Business Associate Agreement between the City of Bartlesville Group Benefit Plan and HCC Life Insurance Company to switch stop loss carriers from Optum to HCC Life Insurance Company.
 - iii. Airport Hangar Lease Agreement between the City of Bartlesville/Bartlesville Municipal Airport and BMI Aviation to store one Socata TB21 aircraft in Hangar 8.
 - iv. Airport Hangar Lease Agreement between the City of Bartlesville/Bartlesville Municipal Airport and Phoenix Rising Aviation, Inc. to lease South Hangar 1.
 - v. Location Facilities Agreement (non-filmed location) between Sarah's Oil, LLC and the City of Bartlesville/Bartlesville Municipal Airport for Hangar 2 for personnel, vehicles and equipment.
 - vi. Amended Contract between the City of Bartlesville and Washington County SPCA.
 - vii. Short Form Construction Contract between the City of Bartlesville and Haynes Equipment Company to install a replacement filter aide chemical feed system at the Water Treatment Plant.
 - viii. Professional Service Contract between the City of Bartlesville and Keleher Architects for Architectural and Engineering Design of two equipment sheds located in the City's operation yard.
 - ix. Professional Services Agreement Amendment No. 3 between the City of Bartlesville and Tetra Tech, Inc. for engineering services for the Wastewater Treatment Plant Expansion and the Limestone to Chickasaw Transport Corridor Improvements.
 - x. Operation and Maintenance Contract Amendment No. 4 between the City of Bartlesville and Veolia Water for the Chickasaw Wastewater Treatment Plant.
 - xi. Design Contract between the City of Bartlesville and CEC Corporation for engineering design for reconstruction of Yale Drive between Adams Boulevard and Frank Phillips Boulevard.
 - xii. Agreement with CivicPlus for codification and ordinance bank subscription, and supplementation services.
 - xiii. First Amended and Restated Employment Agreement between the City of Bartlesville and Jess M. Kane for his services as City Attorney.
 - xiv. Employment Agreement between the City of Bartlesville and Rocky R. Bevard to provide intensive background investigations on potential employees for the Bartlesville Police Department, a department of the City of Bartlesville, an Oklahoma municipal corporation and a charter city organized and existing pursuant to the Oklahoma State Constitution.
 - xv. A Memorandum of Understanding between the City of Bartlesville and Bartlesville Professional Firefighters, Local 200, International Association of Firefighters, to provide paid administrative leave to Johnny Kelley, Bartlesville Fire Fighter and Barnsdall Mayor, so that he may provide full time assistance to Barnsdall to assist in its recovery effort from the May 6, 2024 tornado.
 - xvi. A Memorandum of Understanding updating Appendix 1 of the Fraternal Order of Police (FOP) Collective Bargaining Agreement for Fiscal Year 2023-2025 providing for a 6% cost of living increase.
 - xvii. A Memorandum of Understanding updating Article 15 of the Fraternal Order of Police (FOP) Collective Bargaining Agreement for Fiscal Year 2024-2025 regarding payout of monthly stipends.
 - xviii. Ratification of a Disaster Emergency Proclamation that was authorized and signed by Mayor Copeland at the request of Kary Cox, Director, Washington County Emergency Management on May 9, 2024 regarding the May 6, 2024 tornado event.

xix. Ratification of a Detailed Rebuttal to Presumption of Minimal Adverse Impacts on Proposed Acquisition into Trust for Cherokee Nation Memo authorized and signed by Mayor Copeland on May 21, 2024.

f. Receipt of Bartlesville NEXT Progress Report

i. Bartlesville NEXT Progress Report – May 2024.

g. Receipt of Financials

i. Interim Financials for ten months ending April, 2024.

h. Receipt of Bids

i. Bid No. 2023-2024-016 for the Pathfinder Improvements Projects 2024.

Mayor Copeland read the consent docket in its entirety. Mr. Roszel removed Items 8.e.xii and 8.e.xiv. for further discussion. Vice Mayor Curd removed Item 8.d.iii. for further discussion.

Vice Mayor Curd moved to approve the consent docket except for Items 8.d.iii., 8.e.xii. and 8.e.xiv., seconded by Mr. Dorsey.

Voting Aye: Mr. Dorsey, Vice Mayor Curd, Mr. Schipper, Mr. Roszel, Mayor Copeland
Voting Nay: None
Motion: Passed

Item 8.d.iii. Amending the budget of the City of Bartlesville for Fiscal Year 2023-2024 appropriating grant funds from the Oklahoma Department of Aerospace and Aeronautics (ODAA) for the Bartlesville Municipal Airport.

At Vice Mayor Curd's request, Mr. Siemers reported that this is a cost sharing agreement for the taxiway extension project. The largest share of funding is from the ODAA, along with funding from the FAA, NPE/AIP, and the AIG/ARPA funds. The FAA funding to be combined with the other funding is about \$700,000. The City's funding for the \$2.4 million project is only \$100,000 due to the funds committed by the other agencies. This extension will open up additional property at the airport, facilitating the potential for new hangars. Construction on the taxiway extension should start early Fall. The project has been awarded, and this action appropriates the funds for disbursement. Vice Mayor Curd appreciated the Engineering Department, the BDA in looking to develop business at the airport, and the airport management for the improvements and enhancements.

Vice Mayor Curd moved to approve Item 8.d.iii. as presented, seconded by Mr. Dorsey.

Voting Aye: Vice Mayor Curd, Mr. Schipper, Mr. Roszel, Mr. Dorsey, Mayor Copeland
Voting Nay: None
Motion: Passed

Item 8.e.xii. Agreement with CivicPlus for codification and ordinance bank subscription, and supplementation services.

At Mr. Roszel's request, Mr. Muninger explained that the City has a current contract with Civic Plus who is going to subscription services vs a per item service as in the past. It is not the only vendor available, but they are the City's current vendor and one of the biggest and best. By moving to a subscription service, the City will incur a savings and their service has been satisfactory for many years. Mr. Bailey explained what they provide contractually. Mr. Muninger

also added what they provide in addition to what Mr. Bailey explained, and he added that finding vendors that could meet their level of service and expense may be hard to find. The Mayor explained that Civic Plus ensures that the Municipal Code can be found online to City ordinances and is always up-to-date.

Mr. Roszel moved to approve Item 8.e.xii. as presented, seconded by Mr. Schipper.

Voting Aye: Mr. Schipper, Mr. Roszel, Mr. Dorsey, Vice Mayor Curd, Mayor Copeland
Voting Nay: None
Motion: Passed

Item 8.e.xiv. Employment Agreement between the City of Bartlesville and Rocky R. Bevard to provide intensive background investigations on potential employees for the Bartlesville Police Department, a department of the City of Bartlesville, an Oklahoma municipal corporation and a charter city organized and existing pursuant to the Oklahoma State Constitution.

Mr. Roszel prefaced his comments by saying he has known former Deputy Police Chief Bevard and his questions about this item are not about Mr. Bevard's integrity. He wanted more information on how and why this is needed, and if a former officer is better than an objective, outside party to conduct the background search. Mr. Bailey explained that a basic background check can be conducted relatively easily on City employees, but conducting background searches on potential police officers is much more extensive. Captain Newell explained that background searches can take quite a while for a thorough search thereby pulling administrative or other officers away from their daily duties. He added that this position has been discussed and researched as it would be beneficial to the department to have one person designated to do this job. Mr. Roszel asked what the advantage is to have someone close to and even from the department hired for the job instead of an outside person who may be more objective. Mr. Bailey explained that the job covers entry level police officers, therefore he is comfortable with Mr. Bevard for this type of background search. He added that if the background search was for a Police Chief, the investigation would be from outside entities due to perception of objectivity and the element of having to work together once hired. Mr. Roszel stated that he has nothing against Mr. Bevard conducting the job, just wanted to ensure he and the potential employee are protected in the process. Mayor Copeland concurred adding that with Mr. Bevard's experience as a police officer and Deputy Chief will be conducive to him providing thorough background checks.

Mr. Roszel moved to approve Item 8.e.xiv. as presented, seconded by Vice Mayor Curd.

Voting Aye: Mr. Roszel, Mr. Dorsey, Vice Mayor Curd, Mr. Schipper, Mayor Copeland
Voting Nay:
Motion: Pass/Fail

9. Discuss and take possible action to award Bid No. 2023-2024-016 for the Pathfinder Improvements 2024 Project. Presented by Vice Mayor Curd.

Vice Mayor Curd moved to award Bid No. 2023-2024-016 to KSL Dirtworks, LLC in the amount of \$879,220.91 as presented, seconded by Mr. Dorsey.

Voting Aye: Mr. Dorsey, Vice Mayor Curd, Mr. Schipper, Mr. Roszel, Mayor Copeland
Voting Nay: None
Motion: Passed

10. Public hearing and possible action on a request by Chris Hester to close a portion of the Interurban Street right-of-way located adjacent to Lot 1, Block 1, Highland Park, 2nd Addition, (225 NE Howard Avenue) Bartlesville, Washington County, Oklahoma. Presented by Micah Siemers, P.E., Director of Engineering.

Mr. Siemers reported the applicant is requesting the closure so that they can utilize an existing footing for construction of a residential building on the property. Currently, the footing encroaches upon the Interurban Drive right-of-way. This would also help account for some building setback from the property line if approved. This is a very wide right-of-way that was originally used for the Interurban Railroad. Interurban Drive is located in the north half of the right-of-way, leaving a wide strip on the south side where this property is located. Staff has received no objection from City Departments, ONG, AT&T or Sparklight. However, PSO has stated that they cannot concur with the request. They have existing overhead electric lines and believe it in their best interest to keep the full right-of-way to be able to access and maintain the lines safely. Therefore, staff recommends holding the public hearing and denial of the request to vacate any portion of the Interurban Drive right-of-way based upon input from PSO.

In response to Mr. Dorsey's question about a structure on the easement, Mr. Siemers responded there is not an existing structure on the old footing. Mr. Hester wanted to use the existing footing for a structure which is the reason for his request, but he has still has room to develop what he needs with using the encroached footing.

Mayor Copeland opened the public hearing at 6:40 p.m. There being no one appear to speak, the Mayor closed the public hearing at 6:40 p.m.

A brief discussion ensued about taking no action or is action required; the option for the landowner to move the electrical issues that caused PSO to deny their approval; what was built on the remaining footing; and that denying the request to vacate does not prohibit Mr. Hester from building what is needed on his property.

Mr. Roszel moved to deny the request to vacate any portion of the Interurban Drive right-of-way based upon input from PSO and at staff recommendation as presented, seconded by Mr. Schipper.

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

Voting Nay: None

Motion: Passed

11. Discuss and take possible action on a recommendation from the Bartlesville Development Authority for extension of the Resident Recruitment Program incentive. Presented by Chris Batchelder, Vice President, Business Development, Bartlesville Development Authority.

Mr. Batchelder opened by welcoming Mr. Schipper to the City Council and thanked him for his service. He also thanked the Council for the ratification of their members in previous actions at this meeting. He reported that since Resident Recruitment Program's inception, it has been a fantastically successful program. Several years ago, at the behest of ConocoPhillips, the program was developed to encourage employees to live where they are employed. To-date, 64 new residents have taken advantage of this program, six of which from international locations. The total amount disbursed so far is \$422,500 with four new residents who started as renter have converted to ownership.

Discussion covered that incentivizing businesses to come to Bartlesville is how it started, and incentivizing employees to live here has been a successful as well; this program as well as the City continuing to improve and provide enhancements made to the community hopefully makes the decision easier for employees choose to live here; a primary industry is any company located in Bartlesville who's revenue is more than 50% derived from outside the community; and that companies such as Blue Whale and Lincoln Electrical are using this incentive as part of their employee recruitment. Continued discussion covered the need for additional housing, and how the City's Strategic Plan is addressing the housing need. Mayor Copeland inquired if the proposed extension has an end date. Mr. Batchelder said the extension would be open ended within the constraints of the Economic Development Fund. Mr. Roszel confirmed that the City Council would have to end the program by Council action, since there will not be a sunset date. Mr. Bailey stated that this is how current BDA programs are set-up.

Mr. Dorsey moved to extend the Resident Recruitment Program Incentive with no end-date as presented, seconded by Vice Mayor Curd.

Voting Aye:	Mr. Schipper, Mr. Roszel, Mr. Dorsey, Vice Mayor Curd, Mayor Copeland
Voting Nay:	None
Motion:	Passed

12. New Business.

There was no new business to report.

13. City Manager and Staff Reports.

Mr. Bailey reported on:

The Civitan Park shade structure is now in place. Between contractors and weather, it was a long process, but it is now stronger with repairs made to the original structure. Vice Mayor Curd stated his appreciation to City staff for a job well done. Mr. Siemers came forward to give credit to the Public Works Department who did a fantastic job on the structure.

Curbside debris collection from the tornado event continues. There are still closures on the Pathfinder due to downed trees. The site west of town for tree debris is still open. Assistance has been offered to Barnsdall as well which directly related to an earlier action this evening allowing the Barnsdall Mayor, who is also a Bartlesville firefighter, approved leave to assist his community.

Endeavor 2025 Comprehensive Plan meetings will be held June 18 and 19, two sessions from 5 to 7 one at Ability Works and the second one at East Cross Church. Public input is invited and welcome.

The Library will be closed June 7 and 8 for installation of new sky lights.

H.C. Call was introduced to the City Council as the new Bartlesville Fire Chief. They all welcomed him.

Mr. Bailey concluded by thanking Mr. Schipper for agreeing to serve and to all of the other candidates. He added that he sat in on the interviews and was heartened by the quality of candidates and their interest in serving the community.

14. City Council Comments and Inquiries.

Mr. Schipper spoke about how he had set in this chair alongside Ms. Roane in the City Planning Committee, as well as on two additional committees, and feels the loss of her absence, friendship, and mentorship. He added that he looks forward to representing Ward 4.

Mr. Loren encourage the City Council applicants again to serve on one of the many City committees.


Mayor Copeland stated his appreciation of everyone who assisted in the clean up of the tornado event on May 6. It was heartening to see our citizens and those outside of the community pitch in and do the work necessary to help their neighbors.

Mayor Copeland also encouraged everyone to vote on June 18, as well as in all of the elections. It is an honor and privilege to be able to do so.

The Mayor also congratulated Mr. Schipper on his appointment and looks forward to working with him.

Vice Mayor Curd congratulated Mayor Copeland on receiving the Tom Shoemake Award recently and on his 13 years of service on the City Council. He added that serving under him has been an honor and that he is well deserving of this leadership award. Mayor Copeland thanked Vice Mayor Curd.

15. There being no further business to address, Mayor Copeland adjourned the meeting at 7:08 p.m.



Jason Muninger, CFO/City Clerk

DALE W. COPELAND
Dale W. Copeland, Mayor
by J. Curd
Vice Mayor Jim Curd, Jr.

