



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

**Tuesday, September 8, 2026
5:30 p.m.**

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

**James S. Curd, Jr., Mayor
918-338-4282**

MINUTES

(The Notice of Meeting was posted December 12, 2025 and
the Agenda was posted September 1, 2026 at 5:15 p.m.)

City Council in attendance was Vice Mayor Trevor Dorsey, and Councilmembers Tim Sherrick, Larry East and Aaron Kirkpatrick. Mayor James S. Curd, Jr. was absent.

City staff in attendance was Laura Sanders, Interim City Manager; Jess Kane, City Attorney; Jason Muninger, CFO/City Clerk; Micah Siemers, Director of Engineering; Terry Lauritsen, Director of Water Utilities; Larry Curtis, Director of Community Development; Kiley Roberson, Library Director; Rachel Showler, Director of Human Resources; Robin Betts, Manager of Human Resources; Police Chief Andrew Ward; Deputy Police Chief Troy Newell; Police Captain Daniel Elkins; Fire Chief H.C. Call; Deputy Fire Chief Barry Campbell; Matt McCollough, IT Director; Alicia Shelton, Accounting & Finance Supervisor; Candice Pullins, Assistant City Clerk; Whitney Mosley, Deputy Court Clerk; Steve Roper, Project Engineer; Officer Castaneda, Security and Elaine Banes, Executive Assistant.

- 1. The business meeting of the Bartlesville City Council was called to order by Vice Mayor Dorsey at 5:30 p.m.**
- 2. Roll Call was conducted and a quorum established.**
- 3. The Invocation was provided by Dr. Rod MacIlvane, Pastor, Grace Community Church.**
- 4. Public Comments on Agenda Items.**

Angela Veley – Agenda Item 7.c.i. – Ms. Veley inquired as to how a resolution can be approved amending a fiscal year fund be amended on a year that has already closed and what legal authority authorizes the amendment. She also inquired about the difference between the General Fund June 30, 2026 ending balance and the July 1 beginning balance and requesting a written reconciliation. She ended inquiring about the status of Councilmember Sherrick's request for an internal investigation, and when would that request be placed on an agenda.

Jason Jones – Agenda Item 7.c. – Mr. Jones inquired as to what happened to Councilmember Sherrick's request for an internal investigation and forensic audit concerning city matters.

Russell Zora – Agenda Item 9. – Mr. Zora spoke in support of the proposal with Cherokee Area Council providing recycling options for the City. He asked the Cherokee Area Council to include metal/tin cans to the list of materials accepted. He also suggested that the City team up with the Bartlesville Public School System to promote recycling with student-aged population so that stewardship efforts are sustained throughout generations. He closed recommending cancelation of the Flock ALPR contract and to use that money toward the recycling program.

Josh Lock – Agenda Items 7.a. and 10. – Mr. Lock provided comments about the resignation and severance of the former City Manager pointing out specific language in his contract that he feels is in conflict with actions taken during the resignation. He also commented that he did not agree

with going forward with hiring a new city manager prior to the seating of the next City Council later in the year.

Chelsea Wagoner – Agenda Item 10. – Ms. Wagoner made inquiries regarding the former city manager's resignation, severance, and encouraged transparency.

5. City Council Announcements and Proclamations.

- Constitution Week September 17-23, 2026 presented by Mr. Kirkpatrick.
- Oklahoma Baptist Disaster Relief Month September 2026 presented by Mr. East.
- Mayoral Letter of Appreciation to United Golf LLC presented by Vice Mayor Dorsey.

6. Authorities, Boards, Commissions and Committees

- Two openings on the Bartlesville History Museum Trust Authority
- One opening on the Bartlesville Library Board
- Two openings on the Bartlesville Library Trust Authority
- Two openings on the White Rose Cemetery Board

Vice Mayor Dorsey read the openings and encouraged citizens to volunteer. Applications can be found on the City website and in the City Manager's office.

7. Consent Docket

a. Approval of Minutes

- i. The Regular Meeting Minutes of August 3, 2026.
- ii. The Special Meeting Minutes of August 12, 2026.
- iii. The Special Meeting Minutes of August 28, 2026.

b. Approval of Appointments, Reappointments and Ratification of Appointments

- i. Reappointment of Mr. Mark Cough to an additional three-year term on the Bartlesville Library Trust Authority at the recommendation of Councilmember East.
- ii. Reappointment of Mr. Amos Radlinger and Mr. Jonathan McCormick to additional three-year terms on the Board of Adjustment at the recommendation of Mayor Curd.
- iii. Appointment of Mr. Bruce Kinkade to a three-year term on the City Planning Commission at the recommendation of Councilmember Kirkpatrick.
- iv. Reappointment of Ms. Jennifer Galvin to an additional three-year term on the Park Board at the recommendation of Mayor Curd.

c. Approval of Resolutions

- i. Amending the Budget of the City of Bartlesville for Fiscal Year 2025-2026 appropriating unbudgeted revenue for the Health Insurance Fund.
- ii. Amending the Budget of the City of Bartlesville for Fiscal Year 2026-2027 appropriating donation funds for the Boots Hollow Golf Course Fund.
- iii. Acceptance of a FAA grant AIG 3-40-0007-020-2026 and AIP 3-40-0007-21-2026 for "Construct 3 75' x 75" Box Hangars" in the amount of \$849,286.00 and \$526,632.00, respectively, and authorize the Mayor to execute the grant documents upon receipt from FAA.
- iv. Amending the Budget of the City of Bartlesville for Fiscal Year 2026-2027 appropriating grant funds from the Oklahoma Department of Aerospace and Aeronautics (ODAA) and the FAA for the Bartlesville Municipal Airport.

d. Approval and Ratification of Agreements, Change Orders, Contracts, Easement Requests, Engagement Letters, Grant Applications and Agreements, Leases, Memorandum of Understanding (MOU), Proposals, and Statement of Work.

- i. Renewal of the P66 Branded Aviation Dealer Agreement to supply/support retail and contract fuel and mobile refueler(s) for fuel delivery to aircraft; and approve

- the addendum to the Branded Aviation Dealer Agreement to reimburse the City up to \$40,000 for fuel filter upgrades to the existing filtration system.
- ii. Airport Hangar Lease Agreement with Kevin Roll for North Hangar 1 and the Bartlesville Municipal Airport in the amount of \$205.40 monthly.
- iii. Airport Hangar Lease Agreement in PAS Hangar 2 with David Day and the Bartlesville Municipal Airport in the amount of \$154.05 monthly.
- iv. Airport Hangar Lease Agreement in PAS Hangar 2, 2nd space with David Day and the Bartlesville Municipal Airport in the amount of \$154.05 monthly.
- v. Citizenship and Civic Engagement Grant Contract between the Oklahoma Department of Libraries and the City of Bartlesville/Bartlesville Public Library to fund the salary of the Literacy Instructor position.
- vi. Contract with B-Town Construction for a concrete panel rehabilitation of Kenwood Road between Willowood Drive and Sandstone Drive.
- vii. Quote with Tyler Technologies for New World Public Safety Server Migration to ensure continued reliability, security, and efficiency of critical public safety operations, in the amount of \$75,000.
- viii. Task Order No. 9 to the Master Services Agreement with Parkhill, Smith and Cooper for airport consulting services, expense covered by the BDA through ARPA and PREP grants.
- ix. Task Order No. 10 to the Master Services Agreement with Parkhill, Smith and cooper for airport consulting services, 95% reimbursable by the FAA and ODAA and 5% (\$9,300) funded by the City.
- x. Change Order No. 5 from Koehn Construction Services for the Construct Box Hangar – Bartlesville Municipal Airport Project, for an overall increase in the contract amount of \$35,006.64.
- xi. Drainage Improvement Construction Agreement with Shadow Lake Village to construct drainage improvements in the northeast corner of Shadow Lake Village, with funds currently budgeted for "Drainage Materials", in the approximate amount of \$8,000.
- xii. Letter of Agreement with Holloway, Updike and Bellen, Inc. for engineering design of the Bartlesville Street Rehabilitation, Cherokee Avenue & Michigan Street Project, in the amount of \$100,000.
- xiii. Contract between the City of Bartlesville and Okie Safety Consulting for the purpose of performing permitting, new and existing building plan reviews/inspections, sprinkler suppression system plan reviews, fire alarm plan reviews, mechanical, electrical, plumbing reviews, CO2 system reviews, hood suppression system plan reviews, residential reviews and inspections, and annually required reviews and inspections on an as needed basis, with various fees per service.
- xiv. Agreement with State of Oklahoma Statewide Bid Contract SW055M good through 12/31/2027 for the purchase of one 2027 Ford F-350 from Bill Knight Ford, in the amount of \$52,890.53.
- xv. Equipment lease between the City of Bartlesville and the City of Collinsville, Oklahoma, to lease the 2000 model E-One aerial truck that is currently out of service and in storage, with any costs associated for testing, maintenance, and upkeep at the expense of the City of Collinsville during the terms of the lease.
- xvi. Change Order No. 4 from KSL Dirtworks, LLC for the Utilities and Access Road – Bartlesville Municipal Airport Project, expense covered by the BDA through ARPA and PREP grants.
- xvii. Approval of a grant from the Oklahoma Department of Aerospace and Aeronautics (ODAA) for "Construct 3 75'x75' Box Hangars", and authorize the Mayor to sign the grant application and agreement, in the amount of \$1,000,668.00.

e. Receipt of Financials

- i. Interim Financials for the twelve months ending June 30, 2026
- ii. Interim Financials for one month ending July 31, 2026

- f. **Receipt of Bartlesville NEXT Progress Report**
 - i. Bartlesville NEXT Progress Report July 2026
- g. **Receipt of ALPR (Flock Cameras) Report**
 - i. ALPR Report for September 2026
- h. **Receipt of Bids**
 - i. Bid No. 2026-2027-007 for Construct 3 75' x 75' Box Hangars

Vice Mayor Dorsey provided the consent docket on a PowerPoint slide visible to the audience, and referred citizens to the agenda where every item was listed. He asked the Council if there were any items to be pulled for discussion. Mr. East removed Items 7.c.i., 7.c.iii., and 7.d.i. Mr. Sherrick pulled Item 7.d.xiii.

Mr. Kirkpatrick moved to approve the Consent Docket with the exception of Agenda Items 7.c.i, 7.c.iii., 7.d.i, and 7.d.xiii., seconded by Mr. East.

Voting Aye: Mr. East, Mr. Sherrick, Mr. Kirkpatrick, Vice Mayor Dorsey
 Voting Nay: None
 Motion: Passed

Agenda Item 7.c.i. Amending the Budget of the City of Bartlesville for Fiscal Year 2025-2026 appropriating unbudgeted revenue for the Health Insurance Fund.

Mr. East asked Mr. Muninger to explain how reappropriating funds work on a budget year that has closed. Mr. Muninger explained that internal service funds differ from operating funds and that the \$1.185 million amendment is a net-zero transaction tied to stop-loss insurance reimbursements and transfers to cover variable insurance claims.

Agenda Item 7.c.iii. Acceptance of a FAA grant AIG 3-40-0007-020-2026 and AIP 3-40-0007-21-2026 for "Construct 3 75' x 75" Box Hangars" in the amount of \$849,286.00 and \$526,632.00, respectively, and authorize the Mayor to execute the grant documents upon receipt from FAA.

Mr. East ask Mr. Siemers to explain the budget impact for this item. Mr. Siemers explained that the City's share of the project cost is reduced to approximately 5% because an ODAA (State) grant covers 40% of the total cost, supplementing the FAA's 90% coverage of eligible costs and helping to cover the City's 10% sponsor match. The city's effective responsibility is about 5% due to the combined funding structure.

Agenda Item 7.d.i. Renewal of the P66 Branded Aviation Dealer Agreement to supply/support retail and contract fuel and mobile refueler(s) for fuel delivery to aircraft; and approve the addendum to the Branded Aviation Dealer Agreement to reimburse the City up to \$40,000 for fuel filter upgrades to the existing filtration system.

Mr. East inquired of Mr. Richardson the approximate cost of the upgrades. Mr. Richardson explained that Phillips 66 will reimburse up to \$40,000 for AvGas filtration system upgrades. The filter vessel upgrade is estimated at around \$20,000, but installation costs are unknown and could exceed the reimbursement amount. The upgrades may cost more than the reimbursement, but the City has some capital budget for the work. A brief discussion was held regarding filters and how often they need to be changed.

Agenda Item 7.d.xiii. Contract between the City of Bartlesville and Okie Safety Consulting for the purpose of performing permitting, new and existing building plan reviews/inspections, sprinkler suppression system plan reviews, fire alarm plan reviews, mechanical, electrical, plumbing reviews, CO2 system reviews, hood suppression system plan reviews, residential reviews and inspections, and annually required reviews and inspections on an as needed basis, with various fees per service.

Mr. Sherrick asked Fire Chief Call to review the item. Chief Call reported that there are times when additional assistance is needed, or if someone should disagree with the result of an inspection, a third party is available to review for a second opinion. He added that the contract is used only on an as-needed basis. A date discrepancy in the contract was noted for correction. The contract will be amended with the correct dates and will proceed as an as-needed arrangement.

Mr. East moved to approve Agenda Items 7.c.i., 7.c.iii., 7.d.i, and 7.d.xiii. with the correction to Agenda Item 7.d.xiii. Okie Consulting Services Contract's starting date, seconded by Mr. Sherrick.

Voting Aye: Mr. Sherrick, Mr. Kirkpatrick, Mr. East, Vice Mayor Dorsey
Voting Nay: Non
Motion: Passed

8. Discuss and take possible action to award Bid No. 2026-2027-007 for Construct 3 75' x 75' Box Hangars at the Bartlesville Municipal Airport; AIG 3-40-0007-020-2026, AIP 3-40-0007-021-2026, ODAA BVO-27-FS. Presented by Councilmember Kirkpatrick.

Mr. Kirkpatrick provided the bid report and recommendation, with Mr. Siemers providing additional information about the project.

Mr. Kirkpatrick moved to award Bid No. 2026-2027-007 for Construct 3 75' x 75' Box Hangars at the Bartlesville Municipal Airport; AIG 3-40-0007-020-2026, AIP 3-40-0007-021-2026, ODAA BVO-27-FS to Koehn Construction Services in the amount of \$2,061,867.77 subject to receipt of the FAA and ODAA grants, seconded by Mr. Sherrick.

Voting Aye: Mr. Kirkpatrick, Mr. East, Mr. Sherrick, Vice Mayor Dorsey
Voting Nay: Passed
Motion: Passed

9. Discuss and take possible action on a Recycling Agreement with the Cherokee Area Council #469, Boy Scouts of America. Presented by Laura Sanders, Interim City Manager and Philip Wright, Cherokee Area Council Executive.

Ms. Sanders reported the Cherokee Area Council #469 Boy Scouts contacted the City with a proposal to take on the day-to-day responsibility for a recycling program. They will operate a central recycling collection site with satellite locations as needed. They will collect and transport recyclable materials, maintain a clean and safe collection operation, and the recycling will include commonly used plastics, aluminum, cardboard, and glass. The City's role, or primary responsibility to support the program, would be providing the Scouts \$20,000 annually from the City's Sanitation budget. Additionally, the City will provide improvements to the drive and parking area and the central collection site, reasonable alley improvements, signage, promotional support through the City communication channels, and assistance applying for grants when appropriate. She added her personal thanks to the Cherokee Area Council for reaching out, stepping up, and for wanting to take this on.

Mr. Sanders then introduced Chris Cook, Cherokee Area Council #469 Board member, and Joe Beffer, Cherokee Area Council President. Mr. Cook provided a PowerPoint presentation covering how they will manage day-to-day operations, operate collection sites, and transport materials. The partnership with the City enables the Boy Scouts to apply for government grants which assist in paying for costs of the program in addition to what the City supplies. They are also in a capital campaign for a new drive-through recycling center as well. Councilmember Kirkpatrick suggested that Mr. Cook should reach out to the BRTA to investigate potential TIF district benefits for their property purchases. He thanked Mr. Cook, the Council, and the Scouts for assisting the community with this service.

Mr. Kirkpatrick moved to approve the Recycling Agreement with the Cherokee Area Council #469, Boy Scouts of America as presented, seconded by Mr. East.

Voting Aye: Mr. East, Mr. Sherrick, Mr. Kirkpatrick, Vice Mayor Dorsey
Voting Nay: None
Motion: Passed

10. New Business.

There was no new business to report.

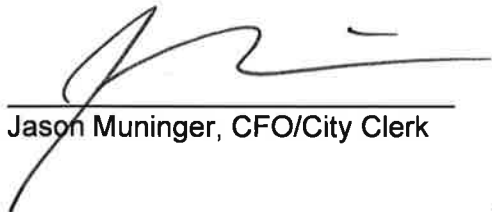
11. City Manager and Staff Reports.

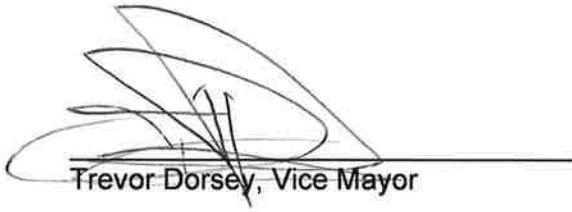
Ms. Sanders introduced and welcomed the new City of Bartlesville Human Resources Director, Rachel Showler.

12. City Council Comments and Inquiries.

There were no comments and inquiries.

13. There being no further business to address, Vice Mayor Dorsey adjourned the meeting at 6:23 p.m.


Jason Muninger, CFO/City Clerk


Trevor Dorsey, Vice Mayor

