

**MINUTES OF THE REGULAR MEETING OF  
OF THE MOORE CITY COUNCIL  
THE MOORE PUBLIC WORKS AUTHORITY  
AND THE MOORE RISK MANAGEMENT BOARD  
JANUARY 7, 2012 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on January 7, 2013 at 6:30 p.m. with Mayor Glenn Lewis presiding.

*David Roberts*  
*Councilman, Ward I*

*Robert Krows*  
*Councilman, Ward I*

*Kathy Griffith*  
*Councilwoman, Ward II*

*Mark Hamm*  
*Councilman, Ward II*

*Jason Blair*  
*Councilman, Ward III*

*Terry Cavnar*  
*Councilman, Ward III*

PRESENT: Krows, Blair, Griffith, Cavnar, Roberts, Hamm, Lewis  
ABSENT: None

STAFF MEMBERS PRESENT: City Manager, Steve Eddy; City Clerk/Finance Director, Jim Corbett; City Attorney, Randy Brink; Community Development Director, Elizabeth Jones; Economic Development Director, Deidre Ebrey; Emergency Mgmt/Communications Director, Gayland Kitch; Fire Chief, Gary Bird; Manager of Information Technology, David Thompson; Parks and Recreation Director, Todd Jenson; Police Chief, Jerry Stillings; Public Works Director, Richard Sandefur; Risk Manager, Gary Benefield; Veolia Water Project Manager, Robert Pistole; and Purchasing Agent, Carol Folsom.

**Agenda Item Number 2 being:**

CONSENT DOCKET:

- A) APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD DECEMBER 17, 2012.
- B) RECEIVE THE MINUTES OF THE REGULAR PLANNING COMMISSION MEETING HELD OCTOBER 9, 2012.
- C) ACCEPT A 15-FOOT WATERLINE EASEMENT LOCATED IN LOT 3, BLOCK 1 OF THE ROYAL ROCK ADDITION, SECTION 3, LOCATED NORTH OF SW 19<sup>TH</sup> STREET AND WEST OF MAX MORGAN BLVD.
- D) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2012-2013 IN THE AMOUNT OF \$2,887,097.70.

**Councilman Krows moved to approve the consent docket in its entirety, second by Councilman Cavnar. Motion carried unanimously.**

Ayes: Krows, Blair, Griffith, Cavnar, Roberts, Hamm, Lewis  
Nays: None

**Agenda Item Number 3 being:**

CONSIDER THE FINAL PLAT OF SECURE STORAGE ADDITION LOCATED IN THE NE/4 OF SECTION 23, T10N, R3W, BEING SOUTH OF SE 4<sup>TH</sup> STREET AND WEST OF EASTERN AVENUE. APPLICATION BY BRANDON WALLER. (PLANNING COMMISSION RECOMMENDED APPROVAL 7-0).

Elizabeth Jones, Community Development Director, advised that the subject property located ¼ mile south of SE 4<sup>th</sup> Street and west of Eastern Avenue was zoned C-3 with a permissive use for a mini-storage. The final plat consisted of two lots on approximately 6.5 acres. The mini-storage would be located on Lot 1 with a proposed retail or commercial development proposed for Lot 2. Access would be provided from Eastern Avenue. Ms. Jones noted that no more than three curb cuts would be allowed on the property. Public water and sewer was available to serve the site. She noted that since the southwest portion of the property was located in a floodplain, detention would be provided through a detention pond to be constructed with the first phase of the mini-storage development along the south property line. The applicant would also be required to comply with any FEMA regulations regarding development within a floodplain.

**Councilman Krows moved to approve the final plat of Secure Storage Addition located in the NE/4 of Section 23, T10N, R3W, being south of SE 4<sup>th</sup> Street and west of Eastern Avenue, second by Councilman Roberts. Motion carried unanimously.**

Ayes: Krows, Blair, Griffith, Cavnar, Roberts, Hamm, Lewis  
Nays: None

**Agenda Item Number 4 being:**

CONSIDER RENEWAL OF A CONTRACT WITH TRAFFIC ENGINEERING CONSULTANTS ("TEC") IN THE AMOUNT OF \$6,500 FOR ANNUAL TRAFFIC COUNTS.

Elizabeth Jones, Community Development Director, stated that ACOG conducts a Unified Planning Work Program annually to collect traffic counts from larger metro area cities to determine commuter patterns, congestion corridors, and level of service standards for arterial and major collector streets. The information is then used in awarding STP-UZA funds. The City has been participating in the program since 2008, and feels the traffic counts have been valuable in determining roadway improvements and obtaining the necessary funding. Since 2008 the counts have been provided by Traffic Engineering Consultants ("TEC") in the amount of \$6,000 per year. Ms. Jones advised that this year TEC was requesting a fee increase of \$500 to cover additional costs involved in entering the data into ACOG's online database. Ms. Jones noted that ACOG would contribute \$3,200 toward the cost of the traffic counts with the remaining \$3,300 to be paid for by the City.

**Councilman Cavnar moved to renew a contract with Traffic Engineering Consultants ("TEC") in the amount of \$6,500 for annual traffic counts, second by Councilman Roberts. Motion carried unanimously.**

Ayes: Krows, Blair, Griffith, Cavnar, Roberts, Hamm, Lewis  
Nays: None

**Agenda Item Number 5 being:**

CONSIDER APPROVAL OF RESOLUTION NO. 755(12) DESIGNATING MEHLBERGER BRAWLEY AS THE CITY'S CONSULTING ENGINEER FOR THE ODOT BRIDGE INSPECTIONS 2013-2016.

Elizabeth Jones, Community Development Director, stated that every two years ODOT requires municipalities to perform bridge inspections. The City is required to interview three firms from a list of prequalified engineering firms before making a recommendation to the City Council on the award of the contract. Ms. Jones advised that the City has used Cobb Engineering in the past and EST since 2006 for the inspections. Staff interviewed Cobb Engineering, SAIC, and Mehlberger Brawley. Ms. Jones recommended awarding the ODOT bridge inspections for 2013-2016 to Mehlberger Brawley in part due to their work experience with other metro cities such as Midwest City and Yukon, and because of the City's policy to spread engineering work among qualified firms when possible.

Steve Eddy, City Manager, advised that a portion of the engineering costs would be reimbursed by ODOT. Ms. Jones stated that the City would be responsible for 20% of the cost and the Federal Highway Administration ("FHWA") would pay for the remaining 80%.

**Councilman Krows moved to approve Resolution No. 755(12) designating Mehlberger Brawley as the City's consulting engineer for the ODOT Bridge Inspections for 2013-2016, second by Councilwoman Griffith. Motion carried unanimously.**

Ayes: Krows, Blair, Griffith, Cavnar, Roberts, Hamm, Lewis  
Nays: None

**Agenda Item Number 6 being:**

CONSIDER AUTHORIZATION TO SOLICIT BIDS FOR COMMUNICATION INFRASTRUCTURE SERVICES, INCLUDING ALL LOW VOLTAGE CABLING, A COMPREHENSIVE SECURITY SOLUTION, AND AN AUDIO/VISUAL SOLUTION FOR THE NEW PUBLIC SAFETY CENTER.

David Thompson, Manager of Information Technology, advised that staff was requesting authorization to solicit bids for installation of cabling for the new Public Safety Center. This would include running cable for the network, phones, door security controls, cameras, and audio visual cable for the conference and training rooms.

Councilman Krows asked if this item was included in the budget. Steve Eddy, City Manager, indicated that the item was included in the budget but was not a part of the original bid solicitation since it was originally thought that Mr. Thompson and his staff would install the cabling. However, due to time constraints and since this would be a larger and more complicated project it was felt that the item should be bid out.

Mayor Lewis asked for the anticipated completion date for the project. Mr. Eddy stated that staff anticipates the building to be finished by August.

**Councilman Krows moved to authorize staff to solicit bids for communication infrastructure services, including all low voltage cabling, a comprehensive security solution, and an audio/visual solution for the new Public Safety Center, second by Councilwoman Griffith. Motion carried unanimously.**

Ayes: Krows, Blair, Griffith, Cavnar, Roberts, Hamm, Lewis  
Nays: None

**THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:42 P.M.**

**Agenda Item Number 7 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD DECEMBER 17, 2012.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2012-2013 IN THE AMOUNT OF \$1,194,129.48.

**Trustee Krows moved to approve the consent docket in its entirety, second by Trustee Cavnar. Motion carried unanimously.**

Ayes: Krows, Blair, Griffith, Cavnar, Roberts, Hamm, Lewis  
Nays: None

**THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:43 P.M.**

**Agenda Item Number 8 being:**

CONSENT DOCKET:

- A) ACCEPT THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD DECEMBER 17, 2012.
- B) APPROVE PAYMENT OF A GENERAL LIABILITY SETTLEMENT IN THE AMOUNT OF \$60,000.00 TO WILLIAM G. HOGUE AND LOUISE HOGUE FOR CLAIM NUMBER CJ-2012-747-L, AUTHORIZE PLACEMENT ON THE PROPERTY TAX ROLL, AND SUPPLEMENT THE BUDGET ACCORDINGLY.
- C) APPROVE PAYMENT OF A WORKERS' COMPENSATION SETTLEMENT IN THE AMOUNT OF \$13,000.00 TO NATHAN JONES FOR CLAIM NUMBER WC000996 AND AUTHORIZE PLACEMENT ON THE PROPERTY TAX ROLL, AND SUPPLEMENT THE BUDGET ACCORDINGLY.
- D) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2012-2013 IN THE AMOUNT OF \$375,472.62.

**Trustee Krows moved to approve the consent docket in its entirety, second by Trustee Blair. Motion carried unanimously.**

Ayes: Krows, Blair, Griffith, Cavnar, Roberts, Hamm, Lewis  
Nays: None

**THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 6:44 P.M.**

**Agenda Item Number 9 being:**

NEW BUSINESS:

A) CITIZENS' FORUM FOR ITEMS NOT ON THE AGENDA.

There were no citizens to speak.

B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

Councilman Hamm advised that he attended his first City Council retreat last spring. He requested that the department heads be invited to attend the next retreat to speak on their ideas for their respective departments. Steve Eddy, City Manager, indicated that each department head was planning to attend to discuss their five-year plan for their department. He indicated that he was in favor of inviting the department heads because it helps determine if the City is going in the direction the City Council wants it to go. Mr. Eddy suggested waiting to have the retreat until after the Council elections around mid to late April 2013. Mayor Lewis suggested holding the retreat as part of the budget process. Mr. Eddy stated that in the past they have set up a Friday evening informal gathering that included spouses, with the actual retreat scheduled for all day Saturday.

C) ITEMS FROM THE CITY/TRUST MANAGER.

There were no items from the City Manager.

**Agenda Item Number 10 being:**

ADJOURNMENT

**Councilman Krows moved to adjourn the City Council meeting, second by Councilwoman Griffith. Motion carried unanimously.**

Ayes: Krows, Blair, Griffith, Cavnar, Roberts, Hamm, Lewis  
Nays: None

**The City Council, Moore Public Works Authority, Moore Risk Management and Moore Economic Development Authority meetings were adjourned at 6:48 p.m.**

TRANSCRIBED BY:

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RHONDA BAXTER, Executive Assistant

RECORDED BY:

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CAROL FOLSOM, Purchasing Agent

FOR:

\_\_\_\_\_  
DAVID ROBERTS, MPWA Secretary

These minutes passed and approved as noted this \_\_\_\_ day of \_\_\_\_\_, 2013.

ATTEST:

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JIM CORBETT, City Clerk