

**MINUTES OF THE REGULAR MEETING OF  
OF THE MOORE CITY COUNCIL  
THE MOORE PUBLIC WORKS AUTHORITY  
AND THE MOORE RISK MANAGEMENT BOARD  
SEPTEMBER 6, 2022 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on September 6, 2022 at 6:30 p.m. with Vice-Mayor Adam Webb presiding.

*Adam Webb*  
*Councilman, Ward I*

*Danielle McKenzie*  
*Councilwoman, Ward I*

*Melissa Hunt*  
*Councilwoman, Ward II*

*Mark Hamm*  
*Councilman, Ward II*

*Jason Blair*  
*Councilman, Ward III*

*Louie Williams*  
*Councilman, Ward III*

PRESENT: McKenzie, Hunt, Williams, Hamm, Webb  
ABSENT: Blair, Lewis

STAFF MEMBERS PRESENT: City Manager, Brooks Mitchell; Assistant City Manager, Jerry Ihler; City Attorney, Randy Brink; Assistant City Attorney, Brian Miller; City Clerk, Vanessa Kemp; Community Development Director, Elizabeth Weitman; Emergency Management Director, Gayland Kitch; Finance Director, Betty Koehn; Fire Chief Greg Herbster; Human Resources Director, Christine Jolly; Parks & Recreation Director, Sue Wood; Manager of Information Technology, David Thompson; Police Chief, Todd Gibson; Sergeant Rebecca Miller; Public Affairs Director, Deidre Ebrey; Public Works Director, Tony Mensah; and Veolia Water Project Manager, Robert Pistole.

Councilman Hamm announced the recent passing of Mayor's Lewis' wife Pam. He stated that Pam had been a school teacher in Moore for 28 years and also served on the Board for the Moore-Norman Technology Center. He offered condolences to Mayor Lewis, their daughter Laura and the Lewis Family. Vice-Mayor Webb stated that the Council appreciated Pam's encouragement and stated that she would be missed.

**Agenda Item Number 2 being:**

CONSENT DOCKET:

- A) APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD AUGUST 15, 2022.
- B) RECEIVE THE MINUTES OF THE REGULAR PLANNING COMMISSION MEETING HELD JULY 12, 2022.
- C) APPROVE A CONTRACT ADDENDUM TO THE DISPOSITION AND DEVELOPMENT AGREEMENT WITH THE CURVE APARTMENTS LP AND NHS MOORE CURVE, LLC.
- D) APPROVE MEMBERSHIP RENEWAL TO THE OKLAHOMA MUNICIPAL MANAGEMENT SERVICES ("OMMS") IN THE AMOUNT OF \$5,000.
- E) DECLARE FIRE DEPARTMENT VEHICLES DESCRIBED AS A 2001 CHEVY ASTRO VAN (VIN: 1GNDM19W21B152880) AND A 2006 FORD EXPLORER (VIN: 1FMEU63EX6UA36005) AS SURPLUS.

- F) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2021-2022 IN THE AMOUNT OF \$396,928.88 AND APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2022-2023 IN THE AMOUNT OF \$3,579,932.04.

**Councilman Williams moved to approve the Consent Docket in its entirety, second by Councilwoman Hunt. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: Blair, Lewis

**Agenda Item Number 3 being:**

CONSIDER THE FINAL PLAT OF HARLE 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 SAMUEL HARLE. (PLANNING COMMISSION RECOMMENDED APPROVAL 8-0). WARD 1.

Elizabeth Weitman, Community Development Director, stated that the subject site, located 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. Ms. Weitman advised that the applicant proposed developing the property with two lots. The eastern lot fronting Eastern Avenue would be a commercial retail site and the western back lot would be a mini-storage. Public water and sewer were available to serve the site. Access would be provided by Eastern Avenue. She noted that all FEMA requirements must be met for the FEMA regulated floodplain located on the site. On-site stormwater detention was required and must meet the 2021 Stormwater Management Criteria.

Ms. Weitman stated that the Envision Moore 2040 Plan designated the area as Neighborhood Commercial. She advised that staff reviewed the application and found it to be in compliance with the Plan; therefore, staff recommended approval of the item.

**Councilwoman McKenzie moved to approve the Final Plat of Harle 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 Williams. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**Agenda Item Number 4 being:**

CONSIDER REZONING APPLICATION NO. RZ-1023, LOCATED IN THE SW/4 OF SECTION 28, T10N, R2W, BEING NORTH OF SE 34<sup>TH</sup> STREET AND EAST OF SOONER ROAD, FROM A-1 RURAL AGRICULTURAL DISTRICT TO A-2 SUBURBAN AGRICULTURAL DISTRICT; AND APPROVE ORDINANCE NO. 9(22). APPLICATION BY JACK AND KEESTY FORNEY. PLANNING COMMISSION RECOMMENDED APPROVAL 8-0). WARD 1.

Elizabeth Weitman, Community Development Director, stated that the subject property was located north of SE 34<sup>th</sup> Street and east of Sooner Road. Ms. Weitman advised that the property was zoned A-1 Rural Agricultural District and consisted of two legal non-conforming lots under five-acres each with one outbuilding. The applicant proposed reconfiguring the two lots for construction of a home on one lot. The remaining lot would be sold in the future. She stated that the property must be rezoned from A-1 to A-2 Suburban Agricultural District in order to meet the two-acre per lot minimum required by the City's Zoning Ordinance. Ms. Weitman advised that the property lies outside of the City's utility service boundary;

therefore, each home site would be required to have private water and sewer systems until City utilities become available. She noted that City water service was anticipated to be available in the near future but City sewer was not. Access would be provided by SE 34<sup>th</sup>. No FEMA floodplain was located on the site.

Ms. Weitman stated that the Envision Moore 2040 Plan designated the area as Open Space Residential. Staff reviewed the application and found it to be in compliance with the Plan; therefore, staff recommended approval of the item.

Ms. Weitman advised that a neighboring property owner appeared before the Planning Commission to express concern regarding a private drive that crossed her property which she believed would be used for a commercial business. After discovering that the application was for two residential lots her concern was resolved.

**Councilwoman Hunt moved to approve Rezoning Application No. RZ-1023, located in the SW/4 of Section 28, T10N, R2W, being north of SE 34<sup>th</sup> Street and east of Sooner Road, from A-1 Rural Agricultural District to A-2 Suburban Agricultural District; and approve Ordinance No. 9(22), second by Councilman Williams. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: Hamm  
Absent: Blair, Lewis

**Agenda Item Number 5 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE AND INSTALLATION OF FOUR (4) OUTDOOR WARNING SYSTEM CONTROLLERS FROM JOE GODDARD ENTERPRISES IN THE AMOUNT OF \$69,410 AS A SOLE SOURCE PROVIDER.

Gayland Kitch, Emergency Management Director, stated that the agenda item was for authorization to replace the electronics cabinets in four of the City's storm sirens. Mr. Kitch advised that this was a budgeted item for the continuing upgrade to the storm siren system.

**Councilman Williams moved to authorize the budgeted purchase and installation of four (4) outdoor warning system controllers from Joe Goddard Enterprises in the amount of \$69,410 as a sole source provider, second by Councilwoman McKenzie. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**Agenda Item Number 6 being:**

CONSIDER APPROVAL OF AN ADDITIONAL \$2,811.28 DUE TO INCREASED COSTS OF A 38' X 38' CONCRETE PAD FOR THE NATIONAL FITNESS CAMPAIGN FITNESS EQUIPMENT PAD AND SIDEWALKS AT FAIRMOORE PARK.

Sue Wood, Parks and Recreation Director, advised that the additional price for the fitness pad was due to an increase in costs for the concrete.

**Councilwoman McKenzie moved to approve an additional \$2,811.28 due to increased costs of a 38' x 38' concrete pad for the National Fitness Campaign fitness equipment pad and sidewalks at Fairmoore Park, second by Councilman Hamm. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**Agenda Item Number 7 being:**

CONSIDER AUTHORIZING THE SOLE-SOURCE INSTALLATION OF FITNESS COURT EQUIPMENT AT FAIRMOORE PARK, AS PART OF THE NATIONAL FITNESS CAMPAIGN GRANT, BY ENGINEERED INSTALLATION SOLUTIONS IN THE AMOUNT OF \$25,000.

Sue Wood, Parks and Recreation Director, stated that Engineered Installation Solutions was the company that works with the National Fitness Campaign on installation of equipment.

**Councilman Williams moved to approve authorizing the sole-source installation of Fitness Court Equipment at Fairmoore Park, as part of the National Fitness Campaign Grant, by Engineered Installation Solutions in the amount of \$25,000, second by Councilwoman McKenzie. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**Agenda Item Number 8 being:**

CONSIDER APPROVAL OF A STANDARD UNIFORM LEASE SERVICE AGREEMENT WITH CINTAS AS THE MOST RESPONSIBLE BIDDER FOR UNIFORMS FOR EMPLOYEES.

Tony Mensah, Public Works Director, stated that bids were solicited from three companies for the lease of employee uniforms. The lease agreement also included rug rental and cleaning. Mr. Mensah indicated that two of the companies submitted incomplete bids and were deemed unresponsive; therefore, staff recommended award of the bid with Cintas and approval of the companion lease agreement.

**Councilman Williams moved to approve a Standard Uniform Lease Service Agreement with Cintas as the most responsible bidder for uniforms for employees, second by Councilwoman Hunt. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**Agenda Item Number 9 being:**

APPROVE A JAIL SERVICES AGREEMENT WITH THE BOARD OF COUNTY COMMISSIONERS ON BEHALF OF THE CLEVELAND COUNTY SHERIFF'S DEPARTMENT TO PROVIDE FOR THE INCARCERATION OF CITY PRISONERS AND DETAINEES WITHIN THE CLEVELAND COUNTY DETENTION CENTER AT A COST OF \$60.77 PER DAY FOR EACH PERSON INCARCERATED.

Todd Gibson, Police Chief, advised that the item was for approval of an annual Jail Services Agreement for utilization of the Cleveland County Detention Center for prisoner housing. Chief Gibson noted that the cost per day for each prisoner decreased from \$73 to \$60.77.

**Councilwoman Hunt moved to approve a Jail Services Agreement with the Board of County Commissioners on behalf of the Cleveland County Sheriff's Department to provide for the incarceration of City prisoners and detainees within the Cleveland County Detention Center at a cost of \$60.77 per day for each person incarcerated, second by Councilman Williams. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**Agenda Item Number 10 being:**

CONSIDER AWARDING A CONTRACT TO ALLEN CONTRACTING IN THE AMOUNT OF \$5,410,887.20 FOR CONSTRUCTION OF THE EASTERN AVENUE WIDENING & RECONSTRUCTION PHASE 1 (SE 4<sup>TH</sup> ST. TO SE 19<sup>TH</sup> ST.) PROJECT, BID NO. 2023-003.

Jerry Ihler, Assistant City Manager, advised that three bids were received for construction of Phase 1 of the Eastern Avenue street widening project from SE 4<sup>th</sup> to SE 19<sup>th</sup>. Mr. Ihler stated that two of the bids were over the engineer's estimate. The third bid from Allen Contracting in the amount of \$5,410,887 was 8% below the engineer's estimate. Mr. Ihler noted that Allen Contracting does a lot of work for the Oklahoma Department of Transportation and recommended approval of the item.

Councilman Hamm asked when the project was anticipated to begin. Mr. Ihler estimated a start date of mid to late October with a 360 day construction period. Councilman Williams asked if a portion of the roadway would be closed for construction. Mr. Ihler advised that the recommended sequence of construction would begin on the southbound lane while allowing one lane to remain open in each direction.

**Councilman Williams moved to award a contract to Allen Contracting in the amount of \$5,410,887.20 for construction of the Eastern Avenue Widening & Reconstruction Phase 1 (SE 4<sup>th</sup> St. to SE 19<sup>th</sup> St.) Project, Bid No. 2023-003, second by Councilwoman McKenzie. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**Agenda Item Number 11 being:**

CONSIDER APPROVAL OF CHANGE ORDER NO. 3 WITH BRB CONTRACTORS, INC., FOR AN INCREASE IN THE CONTRACT AMOUNT OF \$6,500 FOR INSTALLATION OF TWO DOUBLE LEAF HATCHES TO PROVIDE SIGHT FOR BETTER OBSERVATION AND ACCESS FOR MAINTENANCE OF THE SCREEN CHANNELS; WITH AN INCREASE IN THE CONTRACT TIME FOR DELIVERY AND INSTALLATION OF THE TWO HATCHES OF 70 CALENDAR DAYS DUE TO A 7 TO 8 WEEK LEAD TIME FOR DELIVERY.

Jerry Ihler, Assistant City Manager, advised that Change Order No. 3 in the amount of \$6,500 was for installation of hatches installed on top of the screen channels to allow better observation and access for maintenance purposes.

Councilman Williams asked for the location of the project. Mr. Ihler advised that it was at the lift station site north of Indian Hills Road and west of the Belmar Golf Course.

**Councilman Williams moved to approve Change Order No. 3 with BRB Contractors, Inc., for an increase in the contract amount of \$6,500 for installation of two double leaf hatches to provide sight for better observation and access for maintenance of the screen channels; with an increase in the contract time for delivery and installation of the two hatches of 70 Calendar Days due to a 7 to 8 week lead time for delivery, second by Councilwoman Hunt. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**Agenda Item Number 12 being:**

CONSIDER APPROVAL OF BUDGET SUPPLEMENTS FOR FY-22-23 FOR PRIOR YEAR PURCHASE ORDER CARRYOVERS AS FOLLOWS: MPWA SINKING FUND - \$2,520,787.18; MOORE ECONOMIC DEVELOPMENT AUTHORITY - \$202,780.31; STREET BOND IMPROVEMENTS - \$7,629,922.77; MOORE PUBLIC WORKS AUTHORITY - \$889,245.00; GENERAL FUND - \$2,467,257.83; SPECIAL REVENUE FUND - \$941,046.55; 1/8<sup>TH</sup> CENT SALES TAX WATER SYSTEM IMPROVEMENTS -\$663,151.62; 1/2 CENT SALES TAX PUBLIC SAFETY EQUIPMENT/RESIDENTIAL STREETS - \$738,024.06; 1/4 CENT PARKS/PUBLIC WORKS FACILITY - \$715,049.37; CDBG-DR GRANT - \$1,069,745.64.

Betty Koehn, Finance Director, requested approval of a FY 23 budget supplement for outstanding purchase orders as of August 30, 2022 that were rolled into the new fiscal year after close of the old fiscal year.

**Councilman Williams moved to approve budget supplements for FY-22-23 for prior year purchase order carryovers as follows: MPWA Sinking Fund - \$2,520,787.18; Moore Economic Development Authority - \$202,780.31; Street Bond Improvements - \$7,629,922.77; Moore Public Works Authority - \$889,245.00; General Fund - \$2,467,257.83; Special Revenue Fund - \$941,046.55; 1/8<sup>th</sup> Cent Sales Tax Water System Improvements -\$663,151.62; 1/2 Cent Sales Tax Public Safety Equipment/Residential Streets - \$738,024.06; 1/4 Cent Parks/Public Works Facility - \$715,049.37; CDBG-DR Grant - \$1,069,745.64, second by Councilwoman McKenzie. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**Agenda Item Number 13 being:**

CONSIDER APPROVAL OF A NEW JOB DESCRIPTION FOR A HEAVY EQUIPMENT OPERATOR IN THE SANITATION DIVISION OF THE PUBLIC WORKS DEPARTMENT AND ASSIGN IT TO PAY GRADE 108 OF THE SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 20, 2016, IN ACCORDANCE WITH THE BUDGET APPROVED BY CITY COUNCIL FOR FISCAL YEAR 22-23.

Christine Jolly, Human Resources Director, advised that the Public Works Department requested approval of a new job description approved in the FY 22-23 budget for Heavy Equipment Operator in the Sanitation Division. Staff recommended approval and placement in Pay Grade 108 of the City's salary table.

**Councilwoman Hunt moved to approve a new job description for a Heavy Equipment Operator in the Sanitation Division of the Public Works Department and assign it to Pay Grade 108 of the salary table approved by City Council on June 20, 2016, in accordance with the budget approved by City Council for Fiscal Year 22-23, second by Councilman Williams. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**Agenda Item Number 14 being:**

CONSIDER APPROVAL OF A NEW JOB DESCRIPTION FOR SENIOR HEAVY EQUIPMENT MECHANIC IN THE FLEET DIVISION OF THE PUBLIC WORKS DEPARTMENT, AND ASSIGN IT TO PAY GRADE 110 OF THE SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 20, 2016, IN ACCORDANCE WITH THE BUDGET APPROVED BY CITY COUNCIL FOR FISCAL YEAR 22-23.

Christine Jolly, Human Resources Director, advised that the Public Works Department requested approval of a new job description approved in the FY 22-23 budget for Senior Heavy Equipment Mechanic in the Fleet Division. Staff recommended approval and placement in Pay Grade 110 of the City's salary table.

**Councilwoman Hunt moved to approve a new job description for Senior Heavy Equipment Mechanic in the Fleet Division of the Public Works Department, and assign it to Pay Grade 110 of the salary table approved by City Council on June 20, 2016, in accordance with the budget approved by City Council for Fiscal Year 22-23, second by Councilman Williams. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**Agenda Item Number 15 being:**

CONSIDER APPROVAL OF A NEW JOB DESCRIPTION FOR PUBLIC WORKS SUPERINTENDENT IN THE PUBLIC WORKS DEPARTMENT AND ASSIGN IT TO PAY GRADE 116 OF THE SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 20, 2016, IN ACCORDANCE WITH THE BUDGET APPROVED BY CITY COUNCIL FOR FISCAL YEAR 22-23.

Christine Jolly, Human Resources Director, advised that the Public Works Department requested approval of a new job description for Public Works Superintendent. In accordance with the Public Works FY 22-23

budget each major division within the Public Works Department would have a superintendent who, under the direction of the Public Works Director, would manage, administer, and direct the activities of their assigned division and would be responsible for setting priorities, implementing policies and procedures, and reviewing and evaluating the work. Staff recommended approval and placement in Pay Grade 116 of the City's salary table.

**Councilwoman McKenzie moved to approve a new job description for Public Works Superintendent in the Public Works Department and assign it to Pay Grade 116 of the salary table approved by City Council on June 20, 2016, in accordance with the budget approved by City Council for Fiscal Year 22-23, second by Councilman Williams. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**Agenda Item Number 16 being:**

CONSIDER APPROVAL OF A NEW JOB DESCRIPTION FOR PUBLIC WORKS CREW CHIEF IN THE PUBLIC WORKS DEPARTMENT, AND ASSIGN IT TO PAY GRADE 110 OF THE SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 20, 2016, IN ACCORDANCE WITH THE BUDGET APPROVED BY CITY COUNCIL FOR FISCAL YEAR 22-23.

Christine Jolly, Human Resources Director, advised that the Public Works Department requested approval of a new job description for Public Works Crew Chief. In accordance with the Public Works FY 22-23 budget each major division within Public Works would gain a Crew Chief position to direct work crews within the assigned division. The Crew Chief would schedule work, equipment and materials at the work site, complete work orders, and train, monitor, and coach members of the work crew. Staff recommended approval and placement in Pay Grade 110 of the City's salary table.

**Councilman Hamm moved to approve a new job description for Public Works Crew Chief in the Public Works Department, and assign it to Pay Grade 110 of the salary table approved by City Council on June 20, 2016, in accordance with the budget approved by City Council for Fiscal Year 22-23, second by Councilman Williams. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**Agenda Item Number 17 being:**

CONSIDER APPROVAL OF A NEW JOB DESCRIPTION FOR PUBLIC WORKS FIELD SUPERVISOR IN THE PUBLIC WORKS DEPARTMENT AND ASSIGN IT TO PAY GRADE 111 OF THE SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 20, 2016, IN ACCORDANCE WITH THE BUDGET APPROVED BY CITY COUNCIL FOR FISCAL YEAR 22-23.

Christine Jolly, Human Resources Director, advised that the Public Works Department requested approval of a new job description for Public Works Field Supervisor. In accordance with the Public Works FY 22-23 budget each major division within the Public Works Department would have a Public Works Field Supervisor who would be assigned as a working supervisor to manage projects and oversee planning of the work. Staff recommended approval and placement in Pay Grade 111 of the City's salary table.



**Councilman Hamm moved to approve a new job description for Public Works Field Supervisor in the Public Works Department and assign it to Pay Grade 111 of the salary table approved by City Council on June 20, 2016, in accordance with the budget approved by City Council for Fiscal Year 22-23, second by Councilman Williams. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**Agenda Item Number 18 being:**

CONSIDER APPROVAL OF A REVISION TO THE JOB DESCRIPTION FOR PLANNER/CURRENT PLANNER IN THE COMMUNITY DEVELOPMENT DEPARTMENT, CHANGING THE TITLE TO ASSOCIATE PLANNER AND ASSIGNING IT TO PAY GRADE 115 OF THE SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 20, 2016.

Christine Jolly, Human Resources Director, advised that the Community Development Department requested approval of a revised job description for Planning/Current Planner. Ms. Jolly stated that to more accurately reflect the duties assigned to this position the department requested a title change to Associate Planner, formalize the duties relating to the administration of the Stormwater Quality Management Program, and add environmental design and planning to the education and experience qualifications. Staff recommended approval and placement in Pay Grade 115 of the City's salary table.

**Councilwoman Hunt moved to approve a revision to the job description for Planner/Current Planner in the Community Development Department, changing the title to Associate Planner and assigning it to Pay Grade 115 of the salary table approved by City Council on June 20, 2016, second by Councilman Williams. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:56 P.M.**

**Agenda Item Number 19 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD AUGUST 15, 2022.
- B) RATIFY ACTION OF CITY COUNCIL REGARDING NEW JOB DESCRIPTION FOR HEAVY EQUIPMENT OPERATOR ASSIGNED TO PAY GRADE 108 OF THE CITY'S SALARY TABLE.
- C) RATIFY ACTION OF CITY COUNCIL REGARDING NEW JOB DESCRIPTION FOR PUBLIC WORKS SUPERINTENDENT ASSIGNED TO PAY GRADE 116 OF THE CITY'S SALARY TABLE.
- D) RATIFY ACTION OF CITY COUNCIL REGARDING NEW JOB DESCRIPTION FOR PUBLIC WORKS CREW CHIEF ASSIGNED TO PAY GRADE 110 OF THE CITY'S SALARY TABLE.
- E) RATIFY ACTION OF CITY COUNCIL REGARDING NEW JOB DESCRIPTION FOR PUBLIC WORKS FIELD SUPERVISOR ASSIGNED TO PAY GRADE 111 OF THE CITY'S SALARY TABLE.

- F) RATIFY ACTION OF CITY COUNCIL REGARDING BUDGET SUPPLEMENTS FOR MPWA SINKING FUND AND MPWA FOR FY-22-23 FOR PRIOR YEAR PURCHASE ORDER CARRYOVERS.
- G) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2021-2022 IN THE AMOUNT OF \$120,751.85 AND APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2022-2023 IN THE AMOUNT OF \$998,146.30.

**Trustee Hamm to approve the consent docket in its entirety, second by Trustee Williams. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**Agenda Item Number 20 being:**

CONSIDER AUTHORIZING THE PURCHASE OF 1404 POLYCARTS FROM SIERRA CONTAINER GROUP AT A TOTAL COST OF \$88,318.40 AS THE LOWEST RESPONSIBLE QUOTE.

Tony Mensah, Public Works Director, stated that the item was for the purchase of 1,404 polycarts. Mr. Mensah indicated that the last time the City purchased polycarts they came in a batch of 702 polycarts. Additional polycarts are kept in stock due to the demand for new customer carts, additional carts, and the need to replace old carts. Mr. Mensah advised that quotes were solicited from three vendors and Sierra Container Group submitted the lowest responsible quote.

**Trustee Hunt to authorize the purchase of 1404 polycarts from Sierra Container Group at a total cost of \$88,318.40 as the lowest responsible quote, second by Trustee Williams. Motion carried unanimously.**

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:58 P.M.**

**Agenda Item Number 21 being:**

CONSENT DOCKET:

- A) ACCEPT THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD AUGUST 15, 2022.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2022-2023 IN THE AMOUNT OF \$231,710.81.

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

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 6:59 P.M.**

**Agenda Item Number 22 being:**

NEW BUSINESS:

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

Stephen Adams, 1520 SE 7<sup>th</sup>, asked for an anticipated start date on the 4<sup>th</sup> Street Underpass Project. Brooks Mitchell, City Manager, advised that BNSF Railroad was currently evaluating the 90% plans and the City hoped to receive approval soon. He added that the City was on ODOT's construction plan for the summer of 2023. Mr. Brooks stated that unless something unforeseen occurred construction should begin in approximately one year. Vice-Mayor Webb asked for information regarding how 4<sup>th</sup> Street traffic would be handled during construction. Mr. Mitchell advised that the ODOT project agreement states that once construction begins 4<sup>th</sup> Street would be closed from Broadway east to Turner Avenue and traffic diverted to Main Street. He added that by closing 4<sup>th</sup> Street the construction period would be shortened by six months.

B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

There were no items from the City Council/Trustees.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, stated that:

- ODOT was the recipient of a \$10 million Raise Grant which would go toward the 4<sup>th</sup> Street Underpass project.
- The City received just over \$2.3 million from FEMA for ice storm reimbursement.
- The City was awarded an ISO Rating of 1 which is the best rating that can be received. He congratulated Fire Chief Herbster, Veolia Project Manager Robert Pistole, and Dispatch for their hard work.
- Five of the seven residential street projects approved as part of a G.O. Bond issue are under construction and in varying degrees of completion.

**Agenda Item Number 23 being:**

ADJOURNMENT

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

Ayes: McKenzie, Hunt, Williams, Hamm, Webb  
Nays: None  
Absent: Blair, Lewis

**The City Council, Moore Public Works Authority, and Moore Risk Management meetings were adjourned at 7:05 p.m.**

TRANSCRIBED BY:

\_\_\_\_\_  
RHONDA BAXTER, Executive Assistant

FOR:

\_\_\_\_\_  
MELISSA HUNT, MPWA Secretary

These minutes passed and approved as noted this \_\_\_\_ day of \_\_\_\_\_, 2022.

ATTEST:

\_\_\_\_\_  
VANESSA KEMP, City Clerk