

**MINUTES OF THE REGULAR MEETING OF  
OF THE MOORE CITY COUNCIL  
THE MOORE PUBLIC WORKS AUTHORITY  
AND THE MOORE RISK MANAGEMENT BOARD  
MARCH 6, 2023 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on March 6, 2023 at 6:30 p.m. with Mayor Glenn Lewis presiding.

*Adam Webb, Hamm  
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, Blair, Hunt, Williams, Lewis

ABSENT: Webb, Hamm

STAFF MEMBERS PRESENT: City Manager, Brooks Mitchell; Assistant City Manager, Jerry Ihler; City Attorney, Brian Miller; Assistant City Attorney, Rebecca Brown; City Clerk, Vanessa Kemp; Emergency Management Director, Gayland Kitch; Finance Director, John Parker; Fire Chief Greg Herbster; Human Resources Director, Christine Jolly; Legal Assistant/Loss Control Officer, Rachel Thomas; Parks and Recreation Director, Sue Wood; Police Chief, Todd Gibson; Sergeant Becky Miller; PC/IT Technician, Zane Gruver; Public Affairs Director, Deidre Ebrey; Public Works Director, Tony Mensah; Supervisor for Animal Control, John Fryrear; and Veolia Water Project Manager, Robert Pistole.

Mayor Lewis presented employee Rachel Thomas, Legal Assistant/Loss Control Officer, with a Letter of Commendation for discovering a gas leak during inspection of the new Public Works facility thereby ensuring the safety of employees and citizens while potentially saving the City countless dollars in property damage.

**Agenda Item Number 2 being:**

CONSENT DOCKET:

- A) APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD FEBRUARY 21, 2023.
- B) APPROVE PAYMENT TO THE CLEVELAND COUNTY ASSESSOR IN THE AMOUNT OF \$41,628.46 FOR THE VISUAL INSPECTION PROGRAM.
- C) ACCEPT A 20' PUBLIC WATERLINE EASEMENT FROM MOORE PUBLIC SCHOOLS TO SERVE THE HIGHLAND EAST JUNIOR HIGH, LOCATED IN THE NW/4 OF SECTION 24, T10N. R3W.
- D) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2022-2023 IN THE AMOUNT OF \$6,387,735.21.

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

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

**Agenda Item Number 3 being:**

CONSIDER APPROVAL OF AN AGREEMENT WITH MESHEK & ASSOCIATES IN THE AMOUNT OF \$51,841 FOR PROFESSIONAL ENGINEERING SERVICES FOR DESIGN OF THE CHESTNUT AVENUE (NW 1ST STREET TO NW 2ND STREET) PROJECT.

Jerry Ihler, Assistant City Manager, stated that the proposed agreement with Meshek & Associates in the amount of \$51,841 was for design of Chestnut Avenue from NW 1<sup>st</sup> to NW 2<sup>nd</sup> to address drainage concerns in the area.

**Councilwoman Hunt moved to approve an Agreement with Meshek & Associates in the amount of \$51,841 for professional engineering services for design of the Chestnut Avenue (NW 1st Street to NW 2nd Street) Project, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 4 being:**

CONSIDER APPROVAL OF AN AGREEMENT WITH BENHAM DESIGN, LLC IN THE AMOUNT OF \$162,495.44 FOR PROFESSIONAL ENGINEERING SERVICES FOR DESIGN OF THE SW 34<sup>TH</sup> STREET AND I-35 WATERLINE CROSSING PROJECT.

Jerry Ihler, Assistant City Manager, stated that the proposed agreement with Benham Design in the amount of \$162,495.44 was for design of a 24" waterline beginning at the west connector at SW 34<sup>th</sup> Street and proceeding under I-35 to tie into a 12" waterline adjacent to the new Animal Shelter.

Councilman Williams asked if there was another purpose for the waterline. Mr. Ihler stated that in addition to serving the Animal Shelter the water line would create a second crossing in the south pressure zone between the east and west sides of I-35 improving the overall water system.

**Councilman Williams moved to approve an Agreement with Benham Design, LLC in the amount of \$162,495.44 for professional engineering services for design of the SW 34<sup>th</sup> Street and I-35 Waterline Crossing Project, second by Councilwoman McKenzie. Motion carried unanimously.**

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

**Agenda Item Number 5 being:**

CONSIDER APPROVAL OF ADDENDUM NO. 1 WITH EST, INC. IN THE AMOUNT OF \$43,010 FOR ADDITIONAL SURVEYING, UTILITY LOCATION SERVICES, AND DESIGN SERVICES FOR THE BROADWAY AVENUE AND EASTERN AVENUE WIDENING PROJECT.

Jerry Ihler, Assistant City Manager, advised that EST previously gave a presentation regarding options for the 19<sup>th</sup> and Broadway project. At that time it was decided that Linda Lane would be closed and two traffic signals erected. Mr. Ihler added that options for the Broadway and Eastern Avenue project were also discussed. It was determined that there would be an off-set roundabout outside of the surveyed area at Broadway and Eastern that was not a part of original plans. He stated that Addendum No. 1 was for surveying, utility location services, and design for the two intersections at 19<sup>th</sup> and Broadway and Broadway and Eastern in the amount of \$43,010.

**Councilman Blair moved to approve Addendum No. 1 with EST, Inc. in the amount of \$43,010 for additional surveying, utility location services, and design services for the Broadway Avenue and Eastern Avenue Widening Project, second by Councilwoman Hunt. Motion carried unanimously.**

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

**Agenda Item Number 6 being:**

CONSIDER AUTHORIZING STAFF TO ENTER INTO CONTRACT NEGOTIATIONS WITH OLSSON FOR A PUBLIC TRANSPORTATION STUDY.

Brooks Mitchell, City Manager, stated that the City received two responses to a Request for Proposal solicited for a Public Transportation Study. After interviewing both firms it was staff's recommendation to enter into contract negotiations with Olsson. Mr. Mitchell advised that Kevin Bloss with Olsson was in attendance at the meeting to answer any questions.

**Councilwoman Hunt moved to authorize staff to enter into contract negotiations with Olsson for a Public Transportation Study, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 7 being:**

CONSIDER ACCEPTING THE DONATION OF FOUR TEQONE TABLES FROM TEQBALL USA LLC TO BE LOCATED AND MAINTAINED IN BUCK THOMAS PARK, CENTRAL PARK, AND FAIRMOORE PARK FOR THE SOLE PURPOSE OF THE DEVELOPMENT OF THE TEQBALL SPORT IN THE CITY OF MOORE.

Sue Wood, Parks and Recreation Director, advised that Teqball USA would like to donate four teqone tables to be placed at Buck Thomas Park, Central Park, and Fairmoore Park to introduce the new sport of teqball where fundamentals of the game utilize soccer skills. Councilman Williams asked if the tables would require maintenance. Ms. Wood indicated that the tables would be weather resistant requiring little maintenance.

**Councilwoman McKenzie moved to accept the donation of four TeqOne tables from Teqball USA LLC to be located and maintained in Buck Thomas Park, Central Park, and Fairmoore Park for the sole purpose of the development of the Teqball sport in the City of Moore, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 8 being:**

CONSIDER APPROVAL OF AN AGREEMENT WITH TAP ARCHITECTURE FOR ARCHITECTURAL SERVICES AT CITY HALL.

Brooks Mitchell, City Manager, advised that the proposed agreement with TAP Architecture was for ideas on how to best utilize space at City Hall.

**Councilman Williams moved to approve an agreement with TAP Architecture for architectural services at City Hall, second by Councilman Blair. Motion carried unanimously.**

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

**Agenda Item Number 9 being:**

CONSIDER APPROVAL OF THE BUDGETED ANNUAL MAINTENANCE AGREEMENT WITH MOTOROLA SOLUTIONS IN THE AMOUNT OF \$46,455.67, FOR THE RADIO CONSOLE SYSTEM IN THE 9-1-1 AND EMERGENCY OPERATIONS CENTERS.

Gayland Kitch, Emergency Management Director, advised that the item was for approval of the budgeted annual maintenance agreement with Motorola Solutions for the radio console system in the 911 and Emergency Operations Center in the amount of \$46,455.67.

Councilman Williams asked how often the console system needed to be replaced. Mr. Kitch advised that the console should last at least nine or ten years.

**Councilman Blair moved to approve the budgeted annual maintenance agreement with Motorola Solutions in the amount of \$46,455.67, for the radio console system in the 9-1-1 and Emergency Operations Centers, second by Councilman Williams. Motion carried unanimously.**

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

Councilwoman Hunt congratulated Mr. Kitch who was honored with a Lifetime Contribution Award from the Oklahoma Emergency Management Association.

**Agenda Item Number 10 being:**

CONSIDER ADOPTING RESOLUTION NO. 20(22) RATIFYING THE NEW SCHEDULE OF FEES AND CHARGES PREVIOUSLY APPROVED BY THE MOORE PUBLIC WORKS AUTHORITY ON FEBRUARY 21, 2023.

**Councilman Williams moved to adopt Resolution No. 20(22) ratifying the new Schedule of Fees and Charges previously approved by the Moore Public Works Authority on February 21, 2023, second by Councilwoman Hunt. Motion carried unanimously.**

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

**Agenda Item Number 11 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF THIRTEEN (13) HARRIS XL 95P PORTABLE RADIOS AND ACCESSORIES FROM L3 HARRIS FOR \$40,427.40 USING SOURCEWELL CONTRACT NO. 042021.

Fire Chief Greg Herbster stated this purchase was a continuation in the effort to replace 2006 portable radios that were no longer serviceable.

**Councilwoman Hunt moved to authorize the budgeted purchase of thirteen (13) Harris XL 95P Portable Radios and Accessories from L3 Harris for \$40,427.40 using Sourcewell Contract No. 042021, second by Councilman Williams. Motion carried unanimously.**

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

**THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:45 P.M.**

**Agenda Item Number 12 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD FEBRUARY 21, 2023.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2022-2023 IN THE AMOUNT OF \$1,316,417.72.

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

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

**THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:46 P.M.**

**Agenda Item Number 13 being:**

CONSENT DOCKET:

- A) ACCEPT THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD FEBRUARY 21, 2023.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2022-2023 IN THE AMOUNT OF \$145,297.19.

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

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

**THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 6:47 P.M.**

**Agenda Item Number 14 being:**

NEW BUSINESS:

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

Barry Williams, 1061 NW 6<sup>th</sup>, requested that the City Council consider charging each resident a \$15 monthly health fee for utilization of The Station facilities instead of selling membership passes. He felt this would increase revenues and give the residents an opportunity to live a healthier lifestyle.

Patrice Williams, 1061 NW 6<sup>th</sup>, spoke about illegal parking at Buck Thomas Park. Ms. Williams expressed concern about emergency vehicles not being able to access the park in the event of an emergency. Ms. Williams felt that the vehicles should be towed or citations issued as a deterrent. She added that she had been attending the citizen's police academy and complimented the Police Chief and the police officers for the good job that they do.

- B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

There were no items from the City Council.

- C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, extended congratulations to Gayland Kitch, Emergency Management Director, as the recipient of the Lifetime Contribution Award from the Oklahoma Emergency Management Association.

**Agenda Item Number 15 being:**

EXECUTIVE SESSION:

- A) DISCUSS, CONSIDER, AND IF DEEMED APPROPRIATE, TAKE POSSIBLE ACTION REGARDING PENDING CASE NUMBER CJ-2023-119 FILED IN CLEVELAND COUNTY BY JOE CARSON ON BEHALF OF THERESA MANNING AGAINST THE CITY OF MOORE; AND AUTHORIZATION FOR LEGAL COUNSEL AND STAFF TO TAKE ACTION AS NECESSARY AND APPROPRIATE IN THE INTEREST OF THE CITY AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(4).

- B) DISCUSS AND CONSIDER THE ACQUISITION OF PERMANENT RIGHT-OF-WAY AND UTILITY EASEMENTS FROM THE MOORE PUBLIC SCHOOLS FOR PROPERTY, LOCATED SOUTH OF 4<sup>TH</sup> STREET AND EAST OF THE RAILROAD TRACKS, RELATED TO THE CONSTRUCTION AND MAINTENANCE OF THE SE 4<sup>TH</sup> STREET RAILROAD UNDERPASS PROJECT; AND AUTHORIZE STAFF TO PROCEED AS DIRECTED IN EXECUTIVE SESSION AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(3)

- C) CONVENE INTO EXECUTIVE SESSION

**Councilman Williams moved to convene into executive session, second by Councilwoman Hunt. Motion carried unanimously.**

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

**The City Council convened into executive session at 6:56 p.m.**

- D) RECONVENE FROM EXECUTIVE SESSION

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

**The City Council reconvened from executive session at 7:08 p.m.**

- E) ACTION

- A) DISCUSS, CONSIDER, AND IF DEEMED APPROPRIATE, TAKE POSSIBLE ACTION REGARDING PENDING CASE NUMBER CJ-2023-119 FILED IN CLEVELAND COUNTY BY JOE CARSON ON BEHALF OF THERESA MANNING AGAINST THE CITY OF MOORE; AND AUTHORIZATION FOR LEGAL COUNSEL AND STAFF TO TAKE ACTION AS NECESSARY AND APPROPRIATE IN THE INTEREST OF THE CITY AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(4).

**Councilwoman Hunt moved to authorize staff to proceed as directed in executive session regarding pending Case No. CJ-2023-119 filed in Cleveland County by Joe Carson on behalf of Theresa Manning against the City of Moore, second by Councilwoman McKenzie. Motion carried unanimously.**

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

- B) DISCUSS AND CONSIDER THE ACQUISITION OF PERMANENT RIGHT-OF-WAY AND UTILITY EASEMENTS FROM THE MOORE PUBLIC SCHOOLS FOR PROPERTY, LOCATED SOUTH OF 4<sup>TH</sup> STREET AND EAST OF THE RAILROAD TRACKS, RELATED TO THE CONSTRUCTION AND MAINTENANCE OF THE SE 4<sup>TH</sup> STREET RAILROAD UNDERPASS PROJECT; AND AUTHORIZE STAFF TO PROCEED AS DIRECTED IN EXECUTIVE SESSION AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(3)

**Councilwoman Hunt moved to authorize staff to proceed as directed in executive session regarding the acquisition of Permanent Right-of-Way and Utility Easements from the Moore Public Schools for property, located south of 4<sup>th</sup> Street and east of the railroad tracks, relating to the construction and maintenance of the SE 4<sup>th</sup> Street Railroad Underpass Project, second by Councilwoman McKenzie. Motion carried unanimously.**

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

**Agenda Item Number 16 being:**

ADJOURNMENT

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

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

**The City Council, Moore Public Works Authority, and Moore Risk Management meetings were adjourned at 7:10 p.m.**

TRANSCRIBED BY:

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

FOR:

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

These minutes passed and approved as noted this \_\_\_\_ day of \_\_\_\_\_, 2023.

ATTEST:

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