

**MINUTES OF THE REGULAR MEETING OF
OF THE MOORE CITY COUNCIL
THE MOORE PUBLIC WORKS AUTHORITY
THE MOORE RISK MANAGEMENT BOARD
AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY
AUGUST 21, 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 August 21, 2023 at 6:30 p.m. with Vice-Mayor Mark Hamm presiding.

*Adam Webb
Councilman, Ward I*

*Kathy Griffith
Councilwoman, Ward I*

*Melissa Hunt
Councilwoman, Ward II*

*Mark Hamm
Councilman, Ward II*

*Jason Blair
Councilman, Ward III*

*Louie Williams
Councilman, Ward III*

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

STAFF MEMBERS PRESENT: Assistant City Manager, Jerry Ihler; City Attorney/Risk Manager, Brian Miller; City Clerk, Vanessa Kemp; Emergency Management Director, Gayland Kitch; Finance Director, John Parker; Fire Chief Greg Herbster; Human Resources Director, Christine Jolly; Information Technology Director, David Thompson; Parks and Recreation Director, Sue Wood; Police Chief, Todd Gibson; Public Affairs Director, Deidre Ebrey; Project Manager with Veolia Water, Robert Pistole; and Public Works Director, Tony Mensah.

Municipal Court Judge Blake Virgin administered the Oath of Office to Councilwoman Kathy Griffith who was appointed at the August 7, 2023 City Council Meeting to the Ward 1 City Council seat vacated by Councilwoman Danielle McKenzie.

ROLL CALL:

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

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD AUGUST 7, 2023.
- B) RECEIVE THE MINUTES OF THE REGULAR PARKS BOARD MEETING HELD JUNE 6, 2023.

- C) ACCEPT PUBLIC WATER AND SANITARY SEWER IMPROVEMENTS TO SERVE THE TYLER COMMERCIAL PARK, SECTION 1, BEING SOUTH OF SW 4TH STREET AND WEST OF JANEWAY AVENUE. APPLICATION BY TONY TYLER.
- D) ACCEPT THE WARD 1 RESIDENTIAL STREET IMPROVEMENTS PROJECT AS CONSTRUCTED BY SILVER STAR CONSTRUCTION COMPANY IN THE FINAL AMOUNT OF \$1,576,183.52, AND IMPLEMENT THE TWO-YEAR MAINTENANCE BOND EFFECTIVE AUGUST 1, 2023.
- E) ACCEPT THE WARD 2 RESIDENTIAL STREET IMPROVEMENTS PROJECT AS CONSTRUCTED BY SILVER STAR CONSTRUCTION COMPANY IN THE FINAL AMOUNT OF \$1,469,519.99, AND IMPLEMENT THE TWO-YEAR MAINTENANCE BOND EFFECTIVE AUGUST 1, 2023.
- F) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2022-2023 IN THE AMOUNT OF \$1,035,126.97 AND APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$2,376,094.73.

Councilman Williams moved to approve the consent docket in its entirety, second by Councilman Blair. Motion carried unanimously.

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

Agenda Item Number 3 being:

CONSIDER APPROVAL OF A CONTRACT WITH A & A LAWN CARE SERVICE, LLC FOR BUDGETED TEMPORARY EMPLOYEE SERVICES.

Tony Mensah, Public Works Director, stated that the proposed contract with A & A Lawn Care Services was for temporary employee services to be utilized for maintaining the City's drainage channels.

Councilwoman Hunt moved to approve a contract with A & A Lawn Care Service, LLC for budgeted temporary employee services, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 4 being:

CONSIDER APPROVAL OF ORDINANCE NO. 1033(23) AMENDING SECTION 11-310 REMOVAL OF FLOWERS AND DECORATIVE ITEMS OF PART 11 PARKS, RECREATION, AND CEMETERY; CHAPTER 3 CEMETERY OF THE MOORE MUNICIPAL CODE BY COMBINING THE FLOWER PICK UP SCHEDULE WITH THE MAINTENANCE CLEAN UP SCHEDULE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR A REPEALER.

Brian Miller, City Attorney, stated that staff currently performs cemetery maintenance every month with a flower sweep occurring in February and August. Because this results in two cleanups approximately five to six days apart in February and August, citizens have expressed their confusion as to which maintenance was occurring. Mr. Miller advised that in an effort to provide clarification Ordinance No. 1033(23) would amend the Code by designating the first full week of every month, defined as Sunday through Saturday, for routine cemetery maintenance with a flower sweep occurring in February and August at the same time.

Vice-Mayor Hamm asked what items would be removed during the maintenance and flower sweep. Mr. Miller stated that all flowers would be removed, including those in vases and on the monuments, as well as any personal items. Notification of the maintenance and flower sweep would be made through signage and social media to give the public adequate time to remove items they wish to keep.

Councilman Blair moved to approve Ordinance No. 1033(23) amending Section 11-310 Removal of Flowers and Decorative Items of Part 11 Parks, Recreation, and Cemetery; Chapter 3 Cemetery of the Moore Municipal Code by combining the flower pick up schedule with the maintenance clean up schedule; providing for severability; and providing for a repealer, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 5 being:

CONSIDER APPROVAL OF BUDGET SUPPLEMENTS FOR FY 2023-2024 FOR MULTIPLE FUNDS, INCLUDING THE MOORE PUBLIC WORKS AUTHORITY, TO CARRY OVER PRIOR YEAR OPEN PURCHASE ORDERS.

John Parker, Finance Director, stated that each year outstanding purchase orders as of June 30th are carried over into the new fiscal year. Approval of the proposed budget supplements would carry over to the 2023-2024 fiscal year funding for open purchase orders on items such as ongoing construction costs or capital outlay purchases allowing the 2022-2023 fiscal year to be closed out.

Councilman Williams moved to approve budget supplements for FY 2023-2024 for multiple funds, including the Moore Public Works Authority, to carry over prior year open purchase orders, second by Councilwoman Hunt. Motion carried unanimously.

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

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:41 P.M.

Agenda Item Number 6 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD AUGUST 7, 2023.
- B) RATIFY ACTION OF THE CITY COUNCIL REGARDING BUDGET SUPPLEMENTS FOR FY 2023-2024 FOR PRIOR YEAR PURCHASE ORDER CARRYOVERS
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2022-2023 IN THE AMOUNT OF \$275,170.62 AND APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$877,234.38.

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

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

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

Agenda Item Number 7 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD AUGUST 7, 2023
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$103,017.46.

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

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

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH CHAIRWOMAN MELISSA HUNT PRESIDING AT 6:44 P.M.

Agenda Item Number 8 being:

ROLL CALL

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

Agenda Item Number 9 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD JULY 17, 2023.

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

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

THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH VICE-MAYOR MARK HAMM PRESIDING AT 6:44 P.M.

Agenda Item Number 10 being:

NEW BUSINESS:

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

Tammy Clinton, 908 Kings Court, complained that the City had not been mowing the drainage ditch through her neighborhood. Ms. Clinton stated that the grass very high causing a problem with rats. Jerry Ihler, Assistant City Manager, commented that the Public Works Director indicated that the channel was not cleaned out because they did not have a small enough piece of equipment suitable for the job and were unable to rent one. He noted that Public Works recently purchased a bucket which could be fitted onto an existing skid steer loader. He indicated that bucket was delivered earlier in the day; therefore, maintenance of the channel was anticipated to begin the next day.

Ricky Fauchier, 848 Kings Court, stated that he had also complained about the creek for some time. He felt the channel was not being maintained and was creating a problem with rats, snakes, and skunks.

Vice-Mayor Hamm asked that the Assistant City Manager and the Public Works Director monitor the situation to ensure that the channel is mowed properly. Councilwoman Hunt indicated that Mr. Fauchier was a constituent in her ward and welcomed him to contact her in the future with any unresolved issues regarding the channel.

B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

There were no items from the City Council/Trustees.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Jerry Ihler, Assistant City Manager, offered his thanks to Chief Gibson and the Moore Police Department for the job they did securing the scene following the train derailment that occurred at the SW 34th Street Railroad Crossing on August 18, 2023. Mr. Ihler also expressed his appreciation to Chief Herbster and the Moore Fire Department HAZMAT crew for their work in determining that no hazardous materials were spilled. He recognized Deidre Ebrey, Public Affairs Director, for providing information to the public and Gayland Kitch, Emergency Management Director, for his assistance in contacting subcontractors for BNSF to move their heavy equipment off the bridge over Little River.

Councilman Williams asked if the City would be dependent upon the BNSF Railroad to complete repairs. Mr. Ihler advised that the City was responsible for reconstruction of the roadway approaches which would occur after BNSF completes their repairs. He anticipated that the roadway would be opened sometime during the week of August 28, 2023. Vice-Mayor Hamm thanked all of the emergency responders for their work following the train derailment.

Vice-Mayor Hamm requested an update on the Eastern Avenue project, specifically the area south of 4th Street. Mr. Ihler indicated that a small crew was working on the area of S. 19th Street. He noted that a gas line was in the way of construction which ONG indicated would be relocated by the end of September. He requested and received a three week schedule from the contractor. Mr. Ihler stated that while crews are waiting for ONG to move the gas line the contractor will move his crew to the 4th Street area to work on the subgrade between 13th and 4th Streets. Councilman Blair asked how often Mr. Ihler would receive a schedule from the contractor. Mr. Ihler advised that he should receive a new three week schedule every one to two weeks. Councilman Blair asked if the City required a performance bond on the project. Mr. Ihler stated that the contractor provided maintenance and performance bonds and would be required to pay liquidated damages if the project is not completed on time. Councilwoman Hunt

commented that once ONG completes the relocation of the gas line the contractor would likely bring in his full crew. Mr. Ihler agreed that much more activity was expected to occur once the ONG line was out of the way of the construction.

Agenda Item Number 11 being:

ADJOURNMENT

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

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

The City Council, Moore Public Works Authority, Moore Risk Management, and Moore Economic Development Authority meetings were adjourned at 6:56 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

FOR:

VANESSA KEMP, MPWA Assistant Secretary

These minutes passed and approved as noted this ____ day of _____, 2023.

ATTEST:

VANESSA KEMP, City Clerk