

**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
MARCH 18, 2024 – 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 18, 2024 at 6:30 p.m. with Vice-Mayor Melissa Hunt presiding.

*Adam Webb
Councilman, Ward I*

*Kathy Griffith
Councilwoman, Ward I*

*Melissa Hunt
Councilwoman, Ward II*

*Rob Clark
Councilman, Ward II*

*Jason Blair
Councilman, Ward III*

*Louie Williams
Councilman, Ward III*

PRESENT: Griffith, Williams, Webb, Clark, Hunt

ABSENT: Blair, Lewis

STAFF MEMBERS PRESENT: City Manager, Brooks Mitchell; Assistant City Manager, Jerry Ihler; City Attorney/Risk Manager, Brian Miller; City Clerk, Vanessa Kemp; Community Development Director, Elizabeth Weitman; 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; Sergeant Kevin Stromski; Project Grants Manager, Kahley Gilbert; Public Affairs Director, Deidre Ebrey; and Veolia Water Project Manager, Robert Pistole.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD MARCH 4, 2024.
- B) RECEIVE THE MINUTES OF THE REGULAR PARKS BOARD MEETING HELD FEBRUARY 6, 2024.
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$4,909,446.50.

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

Ayes: Griffith, Williams, Webb, Clark, Hunt

Nays: None

Absent: Blair, Lewis

Agenda Item Number 3 being:

CONSIDER RENEWAL OF A CONTRACT WITH TUS NUA LAWN AND LANDSCAPE, LLC IN THE AMOUNT OF \$67,690 FOR THE MOWING AND MAINTENANCE OF VARIOUS CITY OWNED PROPERTIES.

Sue Wood, Parks and Recreation Director, stated that Agenda Items No. 3 through 6 are contract renewals for the mowing and landscaping of various City owned properties. Councilman Williams confirmed that the items were budgeted. Vice-Mayor Hunt confirmed that the City had contracted with the companies in the past.

Councilman Williams moved to renew a contract with Tus Nua Lawn and Landscape, LLC in the amount of \$67,690 for the mowing and maintenance of various City owned properties, second by Councilwoman Griffith. Motion carried unanimously.

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

Agenda Item Number 4 being:

CONSIDER RENEWAL OF A CONTRACT WITH BRASSFIELD LANDSCAPING, LLC IN THE AMOUNT OF \$58,394 FOR THE MOWING AND MAINTENANCE OF VARIOUS CITY OWNED PROPERTIES.

Councilman Williams moved to renew a contract with Brassfield Landscaping, LLC in the amount of \$58,394 for the mowing and maintenance of various City owned properties, second by Councilman Clark. Motion carried unanimously.

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

Agenda Item Number 5 being:

CONSIDER RENEWAL OF A CONTRACT WITH BRASSFIELD LANDSCAPING, LLC IN THE AMOUNT OF \$8,390 FOR FLOWERBED MAINTENANCE OF VARIOUS CITY OWNED PROPERTIES.

Councilman Williams moved to renew a contract with Brassfield Landscaping, LLC in the amount of \$8,390 for flowerbed maintenance of various City owned properties, second by Councilwoman Griffith. Motion carried unanimously.

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

Agenda Item Number 6 being:

CONSIDER RENEWAL OF A CONTRACT WITH K & G HOME AND LANDSCAPING BY DESIGN IN THE AMOUNT OF \$13,500 FOR FLOWERBED MAINTENANCE OF VARIOUS CITY OWNED PROPERTIES.

Councilman Williams moved to renew a contract with K & G Home and Landscaping by Design in the amount of \$13,500 for flowerbed maintenance of various City owned properties, second by Councilman Webb. Motion carried unanimously.

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

Agenda Item Number 7 being:

CONSIDER APPROVAL OF A CONTRACT WITH VOSS ELECTRIC COMPANY D/B/A VOSS LIGHTING, WHO SUBMITTED THE LOWEST RESPONSIBLE QUOTE IN THE TOTAL AMOUNT OF \$33,250, FOR LED LIGHTING UPGRADES FOR THE MOORE PUBLIC LIBRARY USING OKLAHOMA ENERGY EFFICIENCY LIGHTING RETROFIT PROGRAM GRANT FUNDS.

Kahley Gilbert, Project-Grants Manager, advised that the City was awarded grant funds from the Oklahoma Energy Efficiency Lighting Retrofit Program. Ms. Gilbert stated that the grant funds will be used to upgrade the Moore Public Library's lighting to LED lights. She indicated that that quotes were solicited, and Voss Lighting was determined to have provided the best quote on both labor and materials. She noted that the contract, in the total amount of \$33,250, would be funded entirely by grant funds.

Councilman Webb moved to approve a contract with Voss Electric Company d/b/a Voss Lighting, who submitted the lowest responsible quote in the total amount of \$33,250, for LED lighting upgrades for the Moore Public Library using Oklahoma Energy Efficiency Lighting Retrofit Program grant funds, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 8 being:

CONSIDER APPROVAL OF CHANGE ORDER NO. 1 WITH NABHOLZ CONSTRUCTION CORPORATION FOR A REDUCTION IN THE GUARANTEED MAXIMUM PRICE IN THE AMOUNT OF \$229,527.63 FROM THE PROJECT CONTINGENCY AND ALLOWANCE FOR THE MOORE STATION EXPANSION PROJECT.

Jerry Ihler, Assistant City Manager, stated that a Construction Management at Risk contract was used when the Moore Station expansion project was awarded with a 3% contingency included. Mr. Ihler noted that any unused contingency funds would be returned to the City in the form of a change order reduction. The proposed change order with Nabholz Construction in the amount of \$229,527.63 was a reduction of 2.5% of the 3% contingency amount.

Vice-Mayor Hunt congratulated Mr. Ihler and the project team for staying under budget and getting money back.

Councilman Williams moved to approve Change Order No. 1 with Nabholz Construction Corporation for a reduction in the Guaranteed Maximum Price in the amount of \$229,527.63 from the project contingency and allowance for the Moore Station Expansion Project, second by Councilman Clark. Motion carried unanimously.

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

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:36 P.M.

Agenda Item Number 9 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD MARCH 4, 2024.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$1,266,097.02.

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

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

THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:37 P.M.

Agenda Item Number 10 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD MARCH 4, 2024.
- B) APPROVE PAYMENT OF A WORKER'S COMPENSATION SETTLEMENT IN THE AMOUNT OF \$10,368.00 FOR CBR CLAIM NO. 2050001105 TO ZACHARY GRISMER; AND AUTHORIZE PLACEMENT ON THE AD VALOREM TAX ROLL.
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2023-2024 IN THE AMOUNT OF \$103,218.93.

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

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

Agenda Item Number 11 being:

CONSIDER AUTHORIZATION FOR PAYMENT OF \$50,000 TO INDUSTRIAL TRUCK EQUIPMENT ("ITE") AS THE DEDUCTIBLE PORTION OF REPAIRS TO A 2015 E-ONE FIRE ENGINE COVERED BY INSURANCE.

Brian Miller, Risk Manager, advised that the City's 2015 E-One Fire Engine was damaged in a non-injury accident. Mr. Miller stated that the engine was covered under the City's property insurance and requested authorization for payment of the policy's \$50,000 deductible.

Trustee Webb moved to authorize payment of \$50,000 to Industrial Truck Equipment ("ITE") as the deductible portion of repairs to a 2015 E-One Fire Engine covered by insurance, second by Trustee Griffith. Motion carried unanimously.

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

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED AT 6:38 P.M.

Agenda Item Number 12 being:

ROLL CALL

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

Agenda Item Number 13 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD FEBRUARY 20, 2024.

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

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

THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED AT 6:39 P.M.

Agenda Item Number 14 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 Williams congratulated the Moore Police Department on the grand opening of the Police Advancement Center for use by the Police and Fire Departments.

Vice-Mayor Hunt advised that she recently toured the new Animal Shelter. She commented that it was very nice and noted that a grand opening would be scheduled for the near future once the interior was completed.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, also congratulated the Moore Police Department on the design of the new Advancement Center and stated that it would be a big asset to the City. Mr. Mitchell offered tours of the Animal Shelter to any interested council members.

Agenda Item Number 15 being:

EXECUTIVE SESSION:

- A) DISCUSS, CONSIDER, AND IF DEEMED APPROPRIATE, TAKE POSSIBLE ACTION REGARDING PENDING CASE NO. CIV-23-925J FILED IN UNITED STATES DISTRICT COURT BY SELF LEGAL GROUP, ON BEHALF OF SEAN MURRAY; AND AUTHORIZATION FOR LEGAL COUNSEL AND STAFF TO TAKE ACTION AS NECESSARY AND APPROPRIATE IN THE INTEREST OF THE CITY OF MOORE AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(4).
- B) CONVENE INTO EXECUTIVE SESSION

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

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

The City Council convened into executive session at 6:41 p.m.

C) RECONVENE FROM EXECUTIVE SESSION

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

The City Council reconvened from executive session at 6:50 p.m.

D) ACTION

- A) DISCUSS, CONSIDER, AND IF DEEMED APPROPRIATE, TAKE POSSIBLE ACTION REGARDING PENDING CASE NO. CIV-23-925J FILED IN UNITED STATES DISTRICT COURT BY SELF LEGAL GROUP, ON BEHALF OF SEAN MURRAY; AND AUTHORIZATION FOR LEGAL COUNSEL AND STAFF TO TAKE ACTION AS NECESSARY AND APPROPRIATE IN THE INTEREST OF THE CITY OF MOORE AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(4).

Councilman Williams moved to direct legal counsel to take action as discussed in Executive Session regarding pending Case No. CJ-2024-38, second by Councilwoman Griffith. Motion carried unanimously.

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

Agenda Item Number 16 being:

ADJOURNMENT

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

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

The City Council, Moore Public Works Authority, Moore Risk Management, and Moore Economic Development Authority meetings were adjourned at 6:51 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

FOR:

KATHY GRIFFITH, MPWA Secretary

These minutes passed and approved as noted this ____ day of _____, 2024.

ATTEST:

VANESSA KEMP, City Clerk