

**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  
OCTOBER 19, 2020 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on October 19, 2020 at 6:30 p.m. with Mayor Glenn Lewis 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: Blair, Hunt, Williams, Hamm, Lewis  
ABSENT: McKenzie, Webb

STAFF MEMBERS PRESENT: City Manager, Brooks Mitchell; Assistant City Manager, Jerry Ihler; Assistant City Attorney/Risk Manager, 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; Manager of Information Technology, David Thompson; Parks and Recreation Director, Sue Wood; Police Chief Todd Gibson; Police Sergeant, Becky Miller; Project-Grants Manager (Capital Planning & Resiliency), Kahley Gilbert; Public Affairs Director, Deidre Ebrey; Public Works Director, Richard Sandefur; 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 OCTOBER 5, 2020.
- B) ACKNOWLEDGE RECEIPT OF CONSTRUCTION PERMIT NO. SL000014200495 FROM THE OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY FOR CONSTRUCTION OF THE LIFT STATION ON THE SOUTHEAST LIFT STATION PROJECT.
- C) ACKNOWLEDGE RECEIPT OF CONSTRUCTION PERMIT NO. WL000014200544 FROM THE OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY FOR CONSTRUCTION OF THE WATERLINE ON THE KELLY CREEK DRAINAGE REPLACEMENT PROJECT.
- D) ACCEPT A PERMANENT UTILITY EASEMENT FROM OKLAHOMA GAS GATHERING C/O DUKE ENERGY FIELD SERVICES C/O DCP MIDSTREAM LP FOR THE PURPOSE OF CONSTRUCTING AND MAINTAINING THE DRAINAGE SYSTEM AS PART OF THE WILLOW BEND AND S. TELEPHONE STORMWATER PROJECT.

- E) ACCEPT A 10' TEMPORARY CONSTRUCTION EASEMENT AND A 15' PERMANENT UTILITY EASEMENT FROM JOY THOMPSON LOCATED AS 921 N. GALE.
- F) ACCEPT A 10' TEMPORARY CONSTRUCTION EASEMENT AND A 17' PERMANENT UTILITY EASEMENT FROM JOE JOHNSTON III FOR THE CONSTRUCTION OF A SANITARY SEWER FORCE MAIN.
- G) ACCEPT A 10' TEMPORARY CONSTRUCTION EASEMENT AND A 17' PERMANENT UTILITY EASEMENT FROM THE BLUE LAKES BAPTIST CHURCH FOR THE CONSTRUCTION OF A SANITARY SEWER FORCE MAIN.
- H) APPROVE A CONTRACT WITH THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS ("ACOG") FOR THE FY 2021 UNIFIED PLANNING WORK PROGRAM.
- I) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2020-2021 IN THE AMOUNT OF \$2,303,766.48.

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

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

**Agenda Item Number 3 being:**

CONSIDER AUTHORIZING STAFF TO SOLICIT BIDS FOR REMOVAL OF THE EXISTING ROOF AND INSTALLATION OF A NEW ROOF ON THE BRAND SENIOR CENTER.

Sue Wood, Parks and Recreation Director, requested authorization to solicit bids for the Brand Senior Center roof replacement.

**Councilwoman Hunt moved to authorize staff to solicit bids for removal of the existing roof and installation of a new roof on the Brand Senior Center, second by Councilman Blair. Motion carried unanimously.**

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

**Agenda Item Number 4 being:**

DISCUSS, CONSIDER, AND IF DEEMED APPROPRIATE, AUTHORIZE AMENDING RESOLUTION NO. 972(20) ADOPTING A SUBSTANTIAL AMENDMENT TO THE COMMUNITY DEVELOPMENT BLOCK GRANT-DISASTER RECOVERY ("CDBG-DR") ACTION PLAN TO RESOLUTION NO. 973(20) DUE TO DUPLICATE NUMBERING.

Kahley Gilbert, Project-Grants Manager (Capital Planning & Resiliency), spoke on the item in the absence of the City Attorney Randy Brink. Ms. Gilbert advised that two resolutions approved at the October 5, 2020 meeting had the same Resolution No. 972(20). The agenda item would authorize amending the one of the resolutions which adopted a substantial amendment to the CDBG-DR Action Plan to Resolution No. 973(20). She noted that the content of the resolution remained unchanged.

**Councilman Blair moved to amend Resolution No. 972(20) adopting a Substantial Amendment to the Community Development Block Grant-Disaster Recovery ("CDBG-DR") Action Plan to Resolution No. 973(20) due to duplicate numbering, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 5 being:**

CONSIDER APPROVAL OF \$751,400 IN ELIGIBLE PURCHASES FROM THE CARES ACT FUNDING TO IMPROVE THE CITY'S ABILITY TO RESPOND TO THE COVID-19 PANDEMIC.

Betty Koehn, Finance Director, stated that staff had been working with a consultant to identify the following purchases found to be eligible for CARES Act funding.

Ipads	\$100,000
Meeting and Agenda Management software	\$10,000
Council Chamber audio/visual equipment for	\$135,000
Phone System for City Hall and Public Safety	\$140,000
Firewalls	\$80,000
Laptops	\$56,000
Multifactor Authentication	\$70,000
Computer cameras with mics	\$2,400
Trailer with barricades and cones \$24,000	\$24,000
Radios	\$134,000 *
TOTAL \$751,400 **	
AMENDED TOTAL \$767,900 **	Amended to \$150,500 *

Ms. Koehn noted that staff would request amending the dollar amount for radios to \$150,500 after determining that the radio's encryption package must be updated at a cost of \$16,500. This change would amend the total amount in eligible purchases from \$751,400 to \$767,900. Ms. Koehn stated that all requests for reimbursement from the CARES Act would be submitted to the State by the October 30, 2020 deadline.

Councilman Williams asked if staff felt confident the cost of the proposed items would be approved for reimbursement and if the money would be appropriated prior to the items being purchased. Ms. Koehn stated that the consultant felt that the items would meet the requirements for reimbursement. She indicated that the items would be purchased and eligible reimbursements made following an audit of the program. Brooks Mitchell, City Manager, added that during the course of discussions with the consultants the items being presented for purchase were deemed to be at a low risk for denial of reimbursement.

**Councilman Hamm moved to approve \$751,400 in eligible purchases from the CARES Act fund to improve the City's ability to respond to the COVID-19 pandemic.**

After determining that a motion should be made to amend the agenda item Councilman Hamm withdrew his motion to approve.

**Councilman Blair moved to amend the agenda item language by changing the dollar amount in eligible purchases from the CARE Act fund from \$751,400 to \$767,900, second by Councilman Williams. Motion carried unanimously.**

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

**Councilman Hamm moved to approve \$767,900 in eligible purchases from the CARES Act funding to improve the City's ability to respond to the COVID-19 pandemic, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 6 being:**

CONSIDER DECLARING FIFTY SEVEN (57) SETS OF OLD AND EXPIRED BODY ARMOR AND THEIR CARRIERS AS SURPLUS AND AUTHORIZE THEIR DONATION TO THE OKLAHOMA ASSOCIATION OF CHIEFS OF POLICE FOR DISTRIBUTION TO SMALLER AGENCIES THAT DO NOT HAVE FUNDS FOR BODY ARMOR.

Police Chief Todd Gibson requested authorization to declare 57 sets of expired body armor that were no longer under warranty as surplus. Chief Gibson felt that making the donation through the Oklahoma Association of Chiefs of Police would allow the vests to be given to smaller agencies that may not have any vests at all.

**Councilwoman Hunt moved to declare fifty seven (57) sets of old and expired body armor and their carriers as surplus and authorize their donation to the Oklahoma Association of Chiefs of Police for distribution to smaller agencies, second by Councilman Hamm. Motion carried unanimously.**

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

**Agenda Item Number 7 being:**

CONSIDER DECLARING TWENTY FOUR (24) BROKEN AND UNSERVICEABLE TASER DEVICES AND THEIR ASSOCIATED HOLSTERS AS SURPLUS AND AUTHORIZE THEIR DESTRUCTION.

Police Chief Todd Gibson requested authorization to declare 24 broken and unserviceable tasers and holsters as surplus. Chief Gibson stated that because many of the tasers had reached their service life and parts to repair them were unavailable staff was also requesting authorization for their destruction.

**Councilman Hamm moved to declare twenty four (24) broken and unserviceable Taser devices and their associated holsters as surplus and authorize their destruction, second by Councilman Williams. Motion carried unanimously.**

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

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

**Agenda Item Number 8 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD OCTOBER 5, 2020.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2020-2021 IN THE AMOUNT OF \$799,799.56.

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

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

**THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT APPROXIMATELY 6:42 P.M.**

**Agenda Item Number 9 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD OCTOBER 5, 2020.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2020-2021 IN THE AMOUNT OF \$345,980.69.

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

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

**THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH COUNCILMAN LOUIE WILLIAMS PRESIDING AT 6:42 P.M.**

**Agenda Item Number 10 being:**

ROLL CALL

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

**Agenda Item Number 11 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD SEPTEMBER 21, 2020.

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

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

**THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED AT 6:43 P.M. WITH MAYOR GLENN LEWIS PRESIDING.**

**Agenda Item Number 12 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.

There were no items from the City Council/MPWA Trustees.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, advised that the first of three Town Hall Meetings was held on October 15, 2020 at The Station to discuss two propositions that would be included on the November 3, 2020 ballot. The propositions included the extension of the ¼ cent sales tax and modifying the use of the hotel motel tax. Mr. Mitchell advised that additional Town Hall Meetings would be held on October 22, 2020 at 7:00 p.m. at Winding Creek Elementary School and on October 29, 2020 at 7:00 p.m. at Oakridge Elementary School. He advised that informational videos were also available on the City's webpage and on Channel 20.

Mr. Mitchell stated that a bid opening would be held on October 27, 2020 on the SE 34<sup>th</sup> Lift Station project.

**Agenda Item Number 13 being:**

ADJOURNMENT

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

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

**The City Council, Moore Public Works Authority, and the Moore Risk Management meetings were adjourned at 6:44 p.m.**

TRANSCRIBED BY:

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

FOR:

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

These minutes passed and approved as noted this \_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST:

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