

**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
DECEMBER 15, 2014 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on December 15, 2014 at 6:30 p.m. with Vice-Mayor Robert Krows presiding.

David Roberts
Councilman, Ward I

Robert Krows
Councilman, Ward I

Scott Singer
Councilman, Ward II

Mark Hamm
Councilman, Ward II

Jason Blair
Councilman, Ward III

Terry Cavnar
Councilman, Ward III

PRESENT: Blair, Cavnar, Hamm, Krows

ABSENT: Singer, Roberts, Lewis

STAFF MEMBERS PRESENT: City Manager, Steve Eddy; Assistant City Manager, Stan Drake; Finance Director, Jim Corbett; City Attorney, Randy Brink; Community Development Director, Elizabeth Jones; Assistant Planner/Grants Manager, Jared Jakubowski; Economic Development Director, Deidre Ebrey; Emergency Management Director, Gayland Kitch; Fire Chief, Gary Bird; Human Resources/Risk Management Director, Gary Benefield; Manager of Information Technology, David Thompson; Parks and Recreation Director, Todd Jenson; Police Chief, Jerry Stillings; Public Works Director, Richard Sandefur; Veolia Water Project Manager, Robert Pistole; and Purchasing Agent, Carol Folsom.

Presentation of Oklahoma Municipal League service pins and certificates to employees for their 25 years of service. Steve Eddy, City Manager, expressed his appreciation to all of the long-term employees for their dedication and commitment to the community. He stated that they are a valuable asset to the City. Mr. Eddy introduced the employees who were present. He advised that Deputy Chief Todd Strickland, Captain Ted Belling, and Lieutenant James Fagans are employees of the Police Department and have done an outstanding job for the City. He indicated that Carol Folsom holds the position of Purchasing Agent and was previously his Administrative Assistant when he was Community Development Director. Major Todd Hamm is an employee of the Fire Department and participated in the street mapping project. Mr. Eddy presented each employee with an OML certificate and pin and thanked them for attending the meeting. Mr. Eddy advised that Master Sergeant Scott Stutzman and Major Tim Wright from the Police Department, Lina Thompson from the City Manager's Office, and Major Mark Murdock with the Fire Department were also being honored for 25 years of service but were unable to attend the meeting. Vice-Mayor Krows expressed his appreciation to City Manager Steve Eddy for his 25 years of service.

Vice-Mayor Krows presented a Certificate of Recognition and Appreciation to Alicia Hughes with Firehouse Subs for their donation of \$42,880.20 to the Moore Fire Department for Rescue and Wildland Gear, and to the Moore Police Department in the amount of \$21,000 for a Mobile Temporary Command Trailer. Mr.

Eddy expressed his appreciation for bringing their business to Moore and for their generous donation to benefit the community.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD DECEMBER 1, 2014
- B) CONSIDER DECLARING VARIOUS CITY VEHICLES AS SURPLUS.
- C) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2014-2015 IN THE AMOUNT OF \$3,361,030.59.

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

Ayes: Blair, Cavnar, Hamm, Krows
Nays: None
Absent: Singer, Roberts, Lewis

Agenda Item Number 3 being:

CONSIDER THE APPOINTMENT OF MELISSA HUNT TO FILL THE UNEXPIRED TERM OF WARD 2 COUNCILMAN SCOTT SINGER, WHO HAS SUBMITTED HIS RESIGNATION FROM THE COUNCIL.

Councilman Hamm moved to appoint Melissa Hunt to fill the unexpired term of Ward 2 Councilman Scott Singer who submitted his resignation from the City Council, second by Councilman Cavnar. Motion carried unanimously.

Ayes: Blair, Cavnar, Hamm, Krows
Nays: None
Absent: Singer, Roberts, Lewis

Vice-Mayor Krows welcomed Ms. Hunt to the City Council. He stated that Councilman Singer did a great job while he was on the Council and wished him luck in his new career. Steve Eddy, City Manager, indicated that an item would be placed on the January 5, 2015 agenda to swear in Ms. Hunt.

Agenda Item Number 4 being:

CONSIDER APPROVAL OF THE FY 2013-2014 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT ("CAPER") AND SUBMIT SAME TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT ("HUD").

Jared Jakubowski, Associate Planner/Grants Manager, advised that the Department of Housing and Urban Development required cities receiving federal grant entitlement funds to develop a Consolidated Annual Performance and Evaluation Report ("CAPER"). The report identifies how the entitlement funds were to be used. Included in the report was a major sewer line improvement project in Regency Park that was paid for using CDBG funds, and four public service agencies that received funding. He advised that around 1,970 low to moderate income families benefited in some way from the program. Mr. Jakubowski noted that approximately \$87,000 remained in unspent funds. Those monies would be reallocated for FY 2014-2015 projects.

Steve Eddy, City Manager, clarified that the entitlement monies Mr. Jakubowski referred to were not disaster recovery funds. They are the \$250,000 to \$300,000 in CDBG funds that the City has received for the past few years for items such as infrastructure improvements in low to moderate income areas or funding for public service entities. Mr. Jakubowski stated that the entities that received funding during FY 2013-2014 were Aging Services, Inc., Moore Youth and Family (school based), Moore Youth and Family (community based), and Bethesda.

Councilman Hamm advised that some of the organizations that received funding performed forensic interviews or provided counseling for children within the community. He felt the public service organizations were beneficial to the community.

Councilman Hamm moved to approve the FY 2013-2014 Consolidated Annual Performance and Evaluation Report (“CAPER”) and submit same to the U.S. Department of Housing and Urban Development (“HUD”), second by Councilman Blair. Motion carried unanimously.

Ayes: Blair, Cavnar, Hamm, Krows
Nays: None
Absent: Singer, Roberts, Lewis

Agenda Item Number 5 being:

CONSIDER AWARDING BID NO. 1415-004 “PURCHASE AND INSTALLATION OF SHADE STRUCTURES AT BUCK THOMAS PARK SOFTBALL/BASEBALL FACILITIES” TO PLAY POWER LT FARMINGTON IN THE AMOUNT OF \$60,920.

Todd Jenson, Assistant City Manager, advised that the bid solicitation was for eight shade structures for Girls Softball and two shade structures for Boys Baseball at Buck Thomas Park. Ten companies submitted responses. The low bid was from Play Power LT Farmington in the amount of \$60,920. Funding for the Girls Softball shade structures will be the ¼ cent sales tax. The Boys Baseball shade structures will be funded in part from the ¼ cent sales tax and in part from a donation from the University of West Virginia following the May 20, 2013 tornado.

Councilman Hamm asked if the City has conducted business with Play Power LT Farmington in the past. Mr. Jenson stated that he does not believe the City has used them in the past. He advised that their references included the City of Norman and the City of Edmond who stated that they were pleased with their work. A representative with Play Power who was in attendance at the meeting noted that they were a subcontractor for a company that built the playground at Little River Park.

Councilman Cavnar moved to award Bid No. 1415-004 “Purchase and Installation of Shade Structures at Buck Thomas Park Softball/Baseball Facilities” to Play Power LT Farmington in the amount of \$60,920, second by Councilman Blair. Motion carried unanimously.

Ayes: Blair, Cavnar, Hamm, Krows
Nays: None
Absent: Singer, Roberts, Lewis

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:47 P.M.

Agenda Item Number 6 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD DECEMBER 1, 2014.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2014-2015 IN THE AMOUNT OF \$219,833.37.

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

Ayes: Blair, Cavnar, Hamm, Krows
Nays: None
Absent: Singer, Roberts, Lewis

Agenda Item Number 7 being:

CONSIDER APPROVAL OF A PUBLIC OFFICIALS AND EMPLOYMENT PRACTICES LIABILITY POLICY WITH WESTERN WORLD INSURANCE COMPANY, A NON-ADMITTED CARRIER WITH AN A+ SUPERIOR RATING, IN THE AMOUNT OF \$26,775, WITH GLENN HARRIS AND ASSOCIATES AS AGENT.

Gary Benefield, Risk Manager, advised that Glenn Harris and Associates shopped the market for Excess Public Officials and Employment Practices Liability insurance. Staff recommended a policy with Western World Insurance Company in the amount of \$26,775 with Glenn Harris and Associates as agent. Mr. Benefield advised that this policy was approximately \$15,500 less than the current policy, and around \$17,000 less than the renewal proposal. Mr. Benefield indicated that Dan Kramer with Glenn Harris and Associates was available to answer any questions.

Councilmembers Cavnar stated that both he and Councilman Blair reviewed the policy and were happy with the quote.

Trustee Blair moved to approve a excess Public Officials and Employment Practices Liability Policy with Western World Insurance Company, a non-admitted carrier with an A+ Superior rating, in the amount of \$26,775, with Glenn Harris and Associates as agent, second by Trustee Cavnar. Motion carried unanimously.

Ayes: Blair, Cavnar, Hamm, Krows
Nays: None
Absent: Singer, Roberts, Lewis

Agenda Item Number 8 being:

CONSIDER APPROVAL OF EXCESS WORKERS' COMPENSATION INSURANCE POLICY WITH SAFETY NATIONAL CASUALTY COMPANY OPTION "A", WITH THE BECKMAN COMPANY AS AGENT, FOR A TWO-YEAR PERIOD.

Gary Benefield, Risk Manager, advised that the Beckman Company shopped the market for Excess Workers Compensation Insurance. The current retention is \$500,000 for all classifications except Police and Fire which are \$600,000. Midwest Employers Casualty Insurance Company submitted three options.

Staff would recommend Option A with Safety National Casualty Company, which is an A rated company, with the Beckman Company as agent, for a two year period. Option A has the same retention as the current policy. Mr. Benefield indicated that the quote included an 8% increase for the first year and a 5% increase for the second year. He advised that Tom Beckman with the Beckman Company was available for questions.

Trustee Hamm moved to approve an Excess Workers' Compensation Insurance Policy with Safety National Casualty Company Option "A", with the Beckman Company as agent, for a two-year period, second by Trustee Blair. Motion carried unanimously.

Ayes: Blair, Cavnar, Hamm, Krows
Nays: None
Absent: Singer, Roberts, Lewis

MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:51 P.M.

Agenda Item Number 9 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD DECEMBER 1, 2014.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2014-2015 IN THE AMOUNT OF \$186,231.20.

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

Ayes: Blair, Cavnar, Hamm, Krows
Nays: None
Absent: Singer, Roberts, Lewis

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS CONVENED WITH CHAIRMAN TERRY CAVNAR PRESIDING AT 6:52 P.M.

Agenda Item Number 10 being:

ROLL CALL

PRESENT: Krows, Blair, Hamm, Cavnar
ABSENT: Singer, Roberts, Lewis

Agenda Item Number 11 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD NOVEMBER 17, 2014.

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

Ayes: Krows, Blair, Hamm, Lewis
Nays: None
Absent: Singer, Roberts, Lewis

THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 6:53 P.M.

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.

Councilman Hamm stated that since this was the last meeting of the year he wanted to wish everyone a Merry Christmas and a Happy New Year. He encouraged everyone to Christmas shop in Moore.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Mr. Eddy also wished the citizens and employees of Moore a Merry Christmas. Mr. Eddy thanked the employees for their service and announced that City offices will be closed for Christmas from December 25-26, 2014. He also thanked the City Council for their service to the community.

Agenda Item Number 13 being:

ADJOURNMENT

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

Ayes: Blair, Cavnar, Hamm, Krows
Nays: None
Absent: Singer, Roberts, Lewis

The City Council, Moore Public Works Authority, and the Moore Risk Management meetings were adjourned at 6:55 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

RECORDED BY:

CAROL FOLSOM, Purchasing Agent

FOR:

DAVID ROBERTS, MPWA Secretary

FOR:

JASON BLAIR, MEDA Secretary

These minutes passed and approved as noted this ____ day of _____, 2015.

ATTEST:

JIM CORBETT, City Clerk