

**MINUTES OF THE REGULAR MEETING OF
OF THE MOORE CITY COUNCIL
THE MOORE PUBLIC WORKS AUTHORITY
AND THE MOORE RISK MANAGEMENT BOARD
JANUARY 3, 2017 – 6:30 P.M.**

The City Council of the City of Moore met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on January 3, 2017 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

Terry Cavnar
Councilman, Ward III

PRESENT: McKenzie, Hunt, Cavnar, Webb, Hamm, Lewis

ABSENT: Blair

STAFF MEMBERS PRESENT: Interim City Manager, Brooks Mitchell; Assistant City Manager, Stan Drake; Assistant City Manager, Todd Jenson; City Attorney, Randy Brink; Community Development Director, Elizabeth Jones; Associate Planner/Grants Manager, Jared Jakubowski; Emergency Management Director, Gayland Kitch; Fire Chief, Gary Bird; Manager of Information Technology, David Thompson; Police Chief, Jerry Stillings; Sgt. Rebecca Miller; Risk Manager, Gary Benefield; Veolia Water Project Manager, Robert Pistole; and City Clerk, Linda Stewart.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD DECEMBER 19, 2016.
- B) RECEIVE THE MINUTES OF THE REGULAR PARKS BOARD MEETING HELD SEPTEMBER 12, 2016.
- C) RECEIVE THE MINUTES OF THE REGULAR PLANNING COMMISSION MEETING HELD SEPTEMBER 13, 2016.
- D) ACCEPT A 17-FOOT ROADWAY AND UTILITY EASEMENT IN THE SW/4 OF SECTION 30, T10N, R3W, BEING NORTH OF SE 34TH STREET AND WEST OF SUNNYLANE. APPLICATION BY SHADY CREEK PROPERTIES, LLC/STEVE SHAWN.
- E) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2016-2017 IN THE AMOUNT OF \$2,005,054.34.

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

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

Agenda Item Number 3 being:

CONSIDER REZONING APPLICATION NO. RZ-951, LOCATED IN THE NW/4 OF SECTION 33, T10N, R2W, BEING SOUTH OF SE 34TH STREET AND EAST OF SOONER ROAD, FROM A-1 RURAL AGRICULTURAL DISTRICT TO RE RESIDENTIAL ESTATES; AND APPROVE ORDINANCE NO. 839(17). APPLICATION BY KIRBY MONGOLD. (PLANNING COMMISSION RECOMMENDED APPROVAL 7-0). WARD 1.

Elizabeth Jones, Community Development Director, stated that the vacant subject property contained 28 acres and was located south of SE 34th Street and east of Sooner Road. Ms. Jones advised that the applicant proposed rezoning the property from A-1 Rural Agricultural District to RE Residential Estates for development of a housing addition containing 31 residential lots. She stated that public water would be extended from S. Sooner Road to serve the site. Ms. Jones noted that although public sewer was also available along S. Sooner Road, the topography of the site would not allow gravity flow to the west; therefore, private septic systems would be utilized. Access to the site would be from an improved roadway from S. Sooner Road which would replace an existing gravel access road. Ms. Jones noted that two existing homes currently utilizing the gravel road would also have access to the improved roadway. She advised that no FEMA floodplains were located on the site; however, two detention areas were proposed to serve the development. Ms. Jones added that since the comprehensive plan designated the area as Rural Residential a Comprehensive Plan Amendment would not be required. Staff recommended approval of the item.

Councilman Hamm stated that a stop light was erected a few years ago at Indian Hills and Sooner Road. Since several businesses were located in the unincorporated parts of the county, and with continued growth in the area being discussed, he wondered if the 50 mph speed limit should be addressed. Ms. Jones commented that the area was a state highway and with the new application the speed limit would not be as much of a concern since there would now be an improved roadway. However, she felt the City should minimize as many curb cuts as possible onto Sooner Road. She stated that staff could contact ODOT with any requested changes to the speed limit. Mayor Lewis advised that ACOG designated the roadway as an alternate route to I-35 and set the speed limit with ODOT at 50 mph.

Councilwoman Hunt moved to approve Rezoning Application No. RZ-951, located in the NW/4 of Section 33, T10N, R2W, being south of SE 34th Street and east of Sooner Road, from A-1 Rural Agricultural District to RE Residential Estates; and approve Ordinance No. 839(17), second by Councilwoman McKenzie. Motion carried unanimously.

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

Agenda Item Number 4 being:

CONSIDER APPROVAL OF A NEW JOB DESCRIPTION FOR THE POSITION OF ASSISTANT TO THE FINANCE DIRECTOR AND APPROVE PLACEMENT IN PAY RANGE 63 OF THE CITY'S PAY TABLE.

Brooks Mitchell, Interim City Manager, advised that the proposed job description was for the budgeted position of Assistant to the Finance Director and included duties such as point person on the Munis conversion.

Councilman Cavnar moved to a new job description for the position of Assistant to the Finance Director and approve placement in pay range 63 of the City's pay table, second by Council Webb. Motion. Motion carried unanimously.

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

Agenda Item Number 5 being:

CONSIDER APPROVAL OF A NEW JOB DESCRIPTION FOR THE POSITION OF AQUATIC MANAGER AND APPROVE PLACEMENT IN PAY RANGE 37 OF THE CITY'S PAY TABLE.

Todd Jenson, Assistant City Manager, stated that Agenda Items No. 5 and 6 were part-time seasonal positions with no benefits that were created after review of the 2016 aquatic season. Mr. Jenson advised that the net cost of the aquatic operation should be zero; however, significant overtime was necessary in order to cover the job duties included in the job descriptions for Aquatic Manager and Aquatic Specialist. With the addition of the two positions and some adjustment in staff positions the net cost should be zero.

Councilman Cavnar moved to approve a new job description for the position of Aquatic Manager and approve placement in pay range 37 of the City's pay table, second by Councilman Webb. Motion carried unanimously.

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

Agenda Item Number 6 being:

CONSIDER APPROVAL OF A NEW JOB DESCRIPTION FOR THE POSITION OF AQUATIC SPECIALIST AND APPROVE PLACEMENT IN PAY RANGE 21 OF THE CITY'S PAY TABLE.

Councilman Cavnar moved to a new job description for the position of Aquatic Specialist and approve placement in pay range 21 of the City's pay table, second by Councilwoman Hunt. Motion carried unanimously.

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

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:39 P.M.

Agenda Item Number 7 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD DECEMBER 19, 2016.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2016-2017 IN THE AMOUNT OF \$1,651,325.76.

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

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

THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS RECESSED AND THE MOORE RISK MANAGEMENT MEETING WAS CONVENED AT 6:40 P.M.

Agenda Item Number 8 being:

CONSENT DOCKET:

- A) ACCEPT THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD DECEMBER 19, 2016.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2016-2017 IN THE AMOUNT OF \$422,349.34.

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

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

THE MOORE RISK MANAGEMENT MEETING WAS RECESSED AND THE CITY COUNCIL MEETING RECONVENED WITH MAYOR GLENN LEWIS PRESIDING AT 6:41 P.M.

Agenda Item Number 9 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 advised that the Old Town Association hosted a Christmas Parade on December 10, 2016. He stated that he enjoyed the event and thanked all of the business owners who participated in the parade.

- C) ITEMS FROM THE CITY/TRUST MANAGER.

There were no items from Interim City Manager Brooks Mitchell.

Agenda Item Number 10 being:

ADJOURNMENT

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

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

The City Council, Moore Public Works Authority, and Moore Risk Management meetings were adjourned at 6:42 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

RECORDED BY:

LINDA STEWART, City Clerk

FOR:

ADAM WEBB, MPWA Secretary

These minutes passed and approved as noted this ____ day of _____, 2017.

ATTEST:

LINDA STEWART, City Clerk