

**MINUTES OF THE REGULAR MEETING OF
OF THE MOORE CITY COUNCIL
THE MOORE PUBLIC WORKS AUTHORITY
AND THE MOORE RISK MANAGEMENT BOARD
JANUARY 7, 2019 – 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 7, 2019 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: McKenzie, Hunt, Williams, Webb, Hamm, Lewis
ABSENT: Blair

STAFF MEMBERS PRESENT: City Manager, Brooks Mitchell; Assistant City Manager, Todd Jenson; City Attorney, Randy Brink; Assistant City Attorney, Brian Miller; City Clerk, Vanessa Kemp; Community Development Director, Elizabeth Weitman; Emergency Management Director, Gayland Kitch; Finance Director, Betty Koehn; Assistant Fire Chief Doug Scott; Deputy Fire Chief, Greg Herbster; Human Resources Director, Christine Jolly; Manager of Information Technology, David Thompson; Assistant Police Chief, Todd Strickland; Captain Kyle Dudley; Project-Grants Manager (Capital Planning & Resiliency), Kahley Gilbert; Public Works Director, Richard Sandefur; and Veolia Water Project Manager, Robert Pistole.

Brooks Mitchell, City Manager, presented Doug Scott, Assistant Fire Chief, with an Oklahoma Municipal League lapel pin and certificate in recognition of his more than 25 years of service with the City. Mr. Mitchell indicated that Major Tim Wright with the Moore Police Department was also receiving an OML lapel pin and certificate but was unable to attend the City Council Meeting. Mayor Lewis and Mr. Mitchell expressed their appreciation for their dedicated service to the City.

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD DECEMBER 17, 2018.
- B) RECEIVE THE MINUTES OF THE REGULAR PLANNING COMMISSION MEETING HELD OCTOBER 9, 2018.
- C) DECLARE A 2006 CRANE CARRIER LET SIDE LOAD REFUSE TRUCK (VIN 1CYCCR4867T047372), A 2006 CRANE CARRIER LET SIDE LOAD REFUSE TRUCK (VIN 1CYCCL5857T047763), AND A 2008 CRANE CARRIER LET SIDE LOAD REFUSE TRUCK (VIN 1CYCCL5858T048381) AS SURPLUS.

- D) ACCEPT TWO ROADWAY AND UTILITY EASEMENTS LOCATED IN THE NW/4 OF SECTION 26, T10N, R3W, BEING SOUTH OF SW 19TH STREET AND EAST OF I-35 TO SERVE THE SHOPS AT MOORE.
- E) APPROVE AN AGREEMENT WITH THE STATE OF OKLAHOMA DEPARTMENT OF EMERGENCY MANAGEMENT FOR THE FY 2019 EMERGENCY MANAGEMENT PROGRAM GRANT IN THE AMOUNT OF \$25,000.
- F) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2018-2019 IN THE AMOUNT OF \$5,282,410.34.

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

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

Agenda Item Number 3 being:

CONSIDER ADOPTION OF RESOLUTION NO. 920(19 APPROVING AND AFFIRMING A LEASE/PURCHASE AGREEMENT AND AUTHORIZING THE EXECUTION OF THE SAME; AUTHORIZING EMPLOYMENT OF FINANCIAL ADVISOR AND BOND COUNSEL PERTAINING TO FINANCING; AND AUTHORIZING CITY OFFICIALS TO EXECUTE ANY AND ALL NECESSARY DOCUMENTS IN CONNECTION WITH THE AFOREMENTIONED TRANSACTIONS.

Betty Koehn, Finance Director, advised that approval of Resolution No. 920(19) would allow the City to enter into a lease/purchase agreement to finance the purchase of Police Records Management System software and Computer Aided Dispatch ("CAD") software. Ms. Koehn stated that Chris Gander, the City's financial advisor, would be addressing the item.

Mr. Gander advised that the City Manager Brooks Mitchell asked him to contact local financial institutions to see if he could obtain a lower interest rate than the 3.92% offered by Governmental Capital as part of the bid response from PTS Solutions, Inc. Mr. Gander indicated that RCB Bank offered an interest rate of 3.5% and BancFirst offered a rate of 3.25%. He recommended moving forward with BancFirst. If approved, he anticipated closing to occur around January 15, 2019.

Mayor Lewis noted that the lease-purchase would not require an increase in taxes.

Councilwoman Hunt moved to adopt Resolution No. 920(19 approving and affirming a Lease/Purchase Agreement and authorizing the execution of the same; authorizing employment of Financial Advisor and Bond Counsel pertaining to financing; and authorizing City Officials to execute any and all necessary documents in connection with the aforementioned transactions, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 4 being:

CONSIDER APPROVAL OF A FISCAL YEAR 2019 BUDGET SUPPLEMENT TO BUDGET LOAN PROCEEDS AND RELATED EXPENSE FOR THE NEW POLICE RECORDS MANAGEMENT SYSTEM SOFTWARE AND COMPUTER AIDED DISPATCH ("CAD") SOFTWARE IN THE AMOUNT OF \$470,000.

Betty Koehn, Finance Director, stated that the agenda item would allow the expenditure of funds obtained through the lease-purchase agreement discussed in Agenda Item No. 3.

Councilwoman McKenzie moved to approve a Fiscal Year 2019 budget supplement to budget loan proceeds and related expense for the new Police Records Management System software and Computer Aided Dispatch ("CAD") software in the amount of \$470,000, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 5 being:

CONSIDER APPROVAL OF A REVISED JOB DESCRIPTION FOR THE POSITION OF ASSISTANT CITY MANAGER, AND APPROVE PLACEMENT IN PAY GRADE 126 OF THE CITY'S SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 20, 2016 (EFFECTIVE JULY 1, 2018).

Brooks Mitchel, City Manager, stated that the only change made to the job description for Assistant City Manager was the addition of engineering qualifications.

Councilman Williams moved to approve a revised job description for the position of Assistant City Manager, and approve placement in pay grade 126 of the City's salary table approved by City Council on June 20, 2016 (effective July 1, 2018), second by Councilwoman Hunt. Motion carried unanimously.

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

Agenda Item Number 6 being:

CONSIDER APPOINTING A DIRECTOR TO THE REGIONAL TRANSIT AUTHORITY OF CENTRAL OKLAHOMA WITH THE INITIAL TERM, PER THE TRUST INDENTURE, ENDING ON JUNE 30 IN THE YEAR FOLLOWING A SUCCESSFUL REFERENDUM ESTABLISHING A DEDICATED FUNDING SOURCE FOR AUTHORITY OPERATIONS.

Brooks Mitchel, City Manager, stated that the City Council approved the Trust Indenture for the Regional Transit Authority ("RTA") of Central Oklahoma at the December 3, 2018 City Council Meeting. The Trust Indenture requires the City to appoint a Director to represent them on the RTA Board of Directors.

Councilman Hamm advised that he was currently serving as the City's representative on the Central Oklahoma Regional Transit Authority Task Force. He stated that he would like to nominate Steve Eddy to serve as the City's representative. He felt Mr. Eddy would be well qualified since he was a resident of Moore and the former City Manager.

Councilwoman Hunt asked if Mr. Eddy had an interest in serving on the Board. Councilman Hamm stated that he approached Mr. Eddy with the suggestion and he indicated that he was agreeable. Brooks Mitchell, City Manager, stated that he had also visited with Mr. Eddy who did express an interest in serving on the Board of Directors.

Councilman Hamm moved to appoint Steve Eddy as a Director to the Regional Transit Authority of Central Oklahoma with the initial term, per the Trust Indenture, ending on June 30 in the year following a successful referendum establishing a dedicated funding source for Authority operations, second by Councilwoman Hunt. Motion carried unanimously.

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

Agenda Item Number 7 being:

CONSIDER APPROVAL OF A JOB DESCRIPTION FOR THE POSITION OF SENIOR BUILDING MAINTENANCE TECHNICIAN AND APPROVE PLACEMENT IN PAY GRADE 109 OF THE CITY'S SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 20, 2016 (EFFECTIVE JULY 1, 2018).

Christine Jolly, Human Resources Director, stated that the job description for Senior Building Maintenance Technician would allow the Building Maintenance division of the Public Works Department to assign an employee to train custodial staff and supervise the custodial and building maintenance staff in the absence of the supervisor. Staff recommended approval of the job description and placement in pay grade 109 of the City's salary table.

Councilman Williams asked if this was a budgeted position. Ms. Jolly indicated that it was a budgeted position.

Councilwoman McKenzie moved to approve a job description for the position of Senior Building Maintenance Technician and approve placement in pay grade 109 of the City's salary table approved by City Council on June 20, 2016 (effective July 1, 2018), second by Councilman Williams. Motion carried unanimously.

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

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:42 P.M.

Agenda Item Number 8 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD DECEMBER 17, 2018.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2018-2019 IN THE AMOUNT OF \$1,064,847.57.

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

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

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

Agenda Item Number 9 being:

CONSENT DOCKET:

- A) ACCEPT THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD DECEMBER 17, 2018.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2018-2019 IN THE AMOUNT OF \$235,872.03.

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

Ayes: McKenzie, Hunt, Williams, 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 6:44 P.M.

Agenda Item Number 10 being:

NEW BUSINESS:

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

Vickie Heflin, 2629 SE 7th Street, appeared before the City Council to request an ordinance prohibiting individuals from smoking within 25 feet of another residence. She stated that her neighbor's cigarette smoke coming from their backyard was infringing on her property rights as a nonsmoker. Ms. Heflin advised that she was an allergy sufferer and believed the secondhand smoke was harmful to her even in an outdoor setting. She added that another consideration would be marijuana smoke since medical marijuana became legalized.

Councilman Webb asked if the City had any ordinances that pertained to outdoor smoking in residential areas or if any local municipalities had an ordinance. Brooks Mitchell, City Manager, stated that the City did not have such an ordinance. He would research the issue to see how other municipalities handled the situation. Councilman Hamm asked Randy Brink, City Attorney, for his legal opinion regarding the issue. Mr. Brink advised that tobacco regulation had been preempted by the State of Oklahoma. Therefore, no municipality would attempt to pass an ordinance dealing with the restriction of tobacco use in the private sector. Councilman Hamm suggested that Ms. Heflin take her concerns to her State Representative or State Senator.

- B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

There were no items from the City Council.

C) ITEMS FROM THE CITY/TRUST MANAGER.

Brooks Mitchell, City Manager, thanked Richard Sandefur, Public Works Director, and his department for the great job they did in removing snow from the roadway following the recent snow storm. He also stated that the crews worked to clear an area so that the Fire Department could hold a scheduled test.

Agenda Item Number 11 being:

EXECUTIVE SESSION:

- A) RECEIVE AN UPDATE AND DISCUSS NEGOTIATIONS BETWEEN THE CITY OF MOORE AND THE I.A.F.F. LOCAL 2047 AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(2).
- B) CONVENE TO EXECUTIVE SESSION.

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

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

The City Council convened into executive session at 6:50 p.m.

C) RECONVENE FROM EXECUTIVE SESSION

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

The City Council reconvened from executive session at 7:08 p.m.

D) ACTION.

- A) RECEIVE AN UPDATE AND DISCUSS NEGOTIATIONS BETWEEN THE CITY OF MOORE AND THE I.A.F.F. LOCAL 2047 AS AUTHORIZED BY 25 OKLA. STAT. § 307(B)(2).

Councilwoman McKenzie moved to direct staff to take action as discussed in executive session, second by Councilwoman Hunt. Motion carried unanimously.

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

Agenda Item Number 12 being:

ADJOURNMENT

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

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

The City Council, Moore Public Works Authority, and Moore Risk Management meetings were adjourned at 7:09 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

FOR:

ADAM WEBB, MPWA Secretary

These minutes passed and approved as noted this ____ day of _____, 2019.

ATTEST:

VANESSA KEMP, City Clerk