

**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
JANUARY 22, 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 22, 2019 at 6:30 p.m. with Vice-Mayor Jason Blair 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: Hunt, Williams, Webb, Hamm, Blair

ABSENT: McKenzie, Lewis

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

Agenda Item Number 2 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD JANUARY 7, 2019.
- B) RECEIVE THE MINUTES OF THE REGULAR PARKS BOARD MEETING HELD DECEMBER 4, 2018.
- C) ACCEPT A 15' WATERLINE EASEMENT LOCATED IN THE NE/4 OF SECTION 27, T10N, R3W, BEING SOUTH OF SW 19TH STREET AND WEST OF FRITTS BLVD. APPLICATION BY TARGET CORPORATION.
- D) ACCEPT PUBLIC WATER AND PAVING AND DRAINAGE IMPROVEMENTS TO SERVE THE TIMBERCREEK ESTATES ADDITION LOCATED IN THE NW/4 OF SECTION 33, T10N, R3W, BEING SOUTH OF SE 34TH STREET AND EAST OF SOONER ROAD. APPLICATION BY MONGOLD PROPERTIES.
- E) AUTHORIZE ANNUAL PAYMENT TO THE CLEVELAND COUNTY ASSESSOR FOR THE VISUAL INSPECTION PROGRAM IN THE AMOUNT OF \$28,090.12.
- F) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2018-2019 IN THE AMOUNT OF \$1,922,479.12.

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

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

Agenda Item Number 3 being:

RECEIVE AN UPDATE FROM EAGLE CONSULTANTS REGARDING THE CONSTRUCTION OF A NEW LIFT STATION LOCATED AT SE 34TH STREET.

Brooks Mitchell, City Manager, advised that Satish Dasharathy with Eagle Consultants would be giving a short presentation on the new lift station to be constructed at SE 34th Street upon submission and approval of a financial loan application to the Oklahoma Water Resources Board ("OWRB").

Satish Dasharathy with Eagle Consultants stated that he had previously appeared before Council at the February 20, 2018 City Council Meeting to present the engineering report on the Southeast Lift Station Drainage Study which included a recommendation to move the lift station from SE 34th Street to Indian Hills Road. Mr. Dasharathy noted changes made from the original report and the costs associated with the project. He advised that the gravity interceptor route from the existing lift station to the new lift station was changed by adding additional line through the subdivision to the south and continuing to the east of Sunnyslane at Indian Hills Road. He noted that land must be acquired at this location for the new Southeast Lift Station. He advised that the project would eliminate the need for lift stations at Belmar, Seiter Farms and Joshua's Landing. He added that the gravity line from Joshua's Landing would take an alternate and slightly longer route that would be much easier to construct.

Mr. Dasharathy indicated that after much discussion it was determined that the new 30-inch force main that would run along Indian Hills Road before proceeding north on Eastern Avenue would terminate where two interceptors meet to take the wastewater to the Wastewater Treatment Plant ("WWTP"). He advised that there was not a good location to cross the railroad and creek crossings to access the plant. They determined that construction of a gravity line as a creek crossing would eliminate the inverted siphon currently located there.

Mr. Dasharathy indicated that they were ready to submit application to the OWRB for the project estimated to cost approximately \$15 million. This figure included a 10% contingency, and the cost of land acquisition and temporary and permanent easements. Mr. Dasharathy noted that the cost for land acquisition may be paid for using OWRB loan funds. Councilman Williams asked if the cost of the project was close to the original estimate. Mr. Dasharathy indicated that the new estimate was \$1.5 million to \$2 million higher. He stated the increased costs were largely due to a longer and deeper line being proposed. He stated that the water line creek crossing and odor control measures at the new Southeast Lift Station were added to the plans and were therefore not included in the original budget. Mr. Dasharathy indicated that geotechnical exploration had not been done at this point because the City would need access to properties from the landowners. Although he felt confident with the \$15 million figure he stated that items such as market conditions for labor and materials could affect the cost estimate. He suggested bidding out the force main project into two pieces to allow smaller companies to bid the project thereby making it more competitive. He felt that the lift station and gravity line projects should be bid separately.

There was no action taken on the item.

Agenda Item Number 4 being:

CONSIDER DECLARING A 1979 COLT M16 RIFLE (SERIAL NUMBER 9271066) AS SURPLUS AND AUTHORIZE THE CITY TO SOLICIT BIDS FROM FEDERALLY LICENSED GUN DEALERS PURSUANT TO SECTION 7-207 OF THE MOORE MUNICIPAL CODE.

Jerry Stillings, Police Chief, stated that staff was requesting a fully automatic 1979 Colt M16 rifle be declared as surplus and authorize its trade for a minimum of 15 new semi-automatic AR 15 rifles through a bid solicitation from federally licensed gun dealers. Chief Stillings advised that the AR 15 rifles would cost approximately \$15,000 but, because the 1979 Colt M16 rifle was considered a rare model, it would be an even trade at no additional cost to the City.

Councilman Hamm moved to declare a 1979 Colt M16 rifle (Serial Number 9271066) as surplus and authorize the City to solicit bids from federally licensed gun dealers pursuant to Section 7-207 of the Moore Municipal Code, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 5 being:

CONSIDER THE PURCHASE OF THREE (3) 2019 HARLEY DAVIDSON POLICE MOTORCYCLES IN EXCHANGE FOR FOUR 2018 HARLEY DAVIDSON POLICE MOTORCYCLES AT NO COST TO THE CITY.

Brooks Mitchell, City Manager, asked that Agenda Item No. 5 be tabled at the request of staff.

Councilwoman Hunt moved to table Agenda Item No. 5, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 6 being:

CONSIDER ACCEPTANCE OF A QUOTE FROM UNIVERSAL ROOFING & SHEET METAL, INC. ("URSM") IN THE AMOUNT OF \$31,897 FOR REPLACEMENT OF THE SKYLIGHTS LOCATED IN CITY HALL.

Brooks Mitchell, City Manager, advised that the skylight at City Hall had been leaking for some time and quotes were obtained for the budgeted replacement of the skylight. He requested acceptance of a quote from Universal Roofing & Sheet Metal, Inc. in the amount of \$31,897.

Councilman Hamm moved to accept a quote from Universal Roofing & Sheet Metal, Inc. ("URSM") in the amount of \$31,897 for replacement of the skylights located in City Hall, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 7 being:

CONSIDER APPROVAL OF A NEW JOB DESCRIPTION FOR THE SEASONAL POSITION OF SWIM INSTRUCTOR AND APPROVE PLACEMENT IN PAY GRADE 101 OF THE CITY'S SALARY TABLE APPROVED BY CITY COUNCIL ON JUNE 20, 2016 (EFFECTIVE JULY 1, 2018).

Todd Jenson, Assistant City Manager, stated that the City provided swim lessons to 547 individuals last year. Mr. Jenson advised that, swim lessons were given by life guards; however, with the need for swim lessons growing a dedicated swim instructor would allow the City to provide a better and more consistent service. Mr. Jenson indicated that there would not be a cost increase because they would offset the number of lifeguards normally hired by the number of swim instructors.

Councilman Williams moved to approve a new job description for the seasonal position of Swim Instructor and approve placement in pay grade 101 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: Hunt, Williams, Webb, Hamm, Blair
Nays: None
Absent: McKenzie, Lewis

Agenda Item Number 8 being:

CONSIDER ACCEPTANCE OF A DONATION FROM THE OKLAHOMA CHILDREN'S LIFE SAFETY CENTER IN THE AMOUNT OF \$15,257.58 FOR THE PURPOSE OF FUNDING SMOKE ALARMS.

Betty Koehn, Finance Director, stated that the Oklahoma Children's Life Safety Center was dissolving their non-profit organization and would like to donate \$15,257.58 to the City of Moore. They requested that the money be used for smoke alarms since that was the designated purpose for which the money was originally donated.

Councilwoman Hunt moved to accept a donation from the Oklahoma Children's Life Safety Center in the amount of \$15,257.58 for the purpose of funding smoke alarms, second by Councilman Williams. Motion carried unanimously.

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

Agenda Item Number 9 being:

CONSIDER APPROVAL OF A FY-19 BUDGET SUPPLEMENT TO BUDGET FUNDS RECEIVED, AND THE RELATED EXPENSES, FOR THE 2019 GO BOND PROJECTS.

Betty Koehn, Finance Director, stated that the proposed budget supplement would allow the City to begin construction on several bond projects upon receipt of the bond funds anticipated to arrive January 30, 2019.

Councilman Williams moved to approve a FY-19 budget supplement to budget funds received, and the related expenses, for the 2019 GO Bond projects, second by Councilman Webb. Motion carried unanimously.

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

THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT 6:50 P.M.

Agenda Item Number 10 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD JANUARY 7, 2019.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2018-2019 IN THE AMOUNT OF \$282,420.63.

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

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

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

Agenda Item Number 11 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD JANUARY 7, 2019.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2018-2019 IN THE AMOUNT OF \$193,334.14.

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

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

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

Agenda Item Number 12 being:

ROLL CALL

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

Agenda Item Number 13 being:

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD DECEMBER 17, 2018.

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

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

Agenda Item Number 14 being:

CONSIDER APPROVAL TO REFINANCE THE JULY 30, 2014 MEDA NOTE WITH A NEW MATURITY DATE OF JUNE 1, 2020.

Brooks Mitchell, City Manager, advised that the City Council discussed at the last budget meeting the possibility of approaching BancFirst about extending the maturity date of the July 30, 2014 MEDA Note for one year. Mr. Mitchell stated that approval of the item would authorize completion of the necessary paperwork to refinance the note with a new maturity date of June 1, 2020.

Trustee Williams moved to approve the financing of the July 30, 2014 MEDA note with a new maturity date of June 1, 2020, second by Trustee Hunt. Motion carried by unanimously.

Ayes: Hunt, Blair, Williams, Hamm, Webb
Nays: None
Absent: McKenzie, 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 15 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.

- C) ITEMS FROM THE CITY/TRUST MANAGER.

Mr. Mitchell announced that I-35 would be closed on January 31, 2019 at 10:30 p.m. for a period of time while beams were erected relating to the construction of the 34th Street Bridge. He advised that the

Moore Police Department, Oklahoma Highway Patrol, and the Oklahoma Department of Transportation would be working to reroute traffic during the closure. Mr. Mitchell stated that information would be placed on the City's website and Facebook pages as it becomes available.

Agenda Item Number 16 being:

ADJOURNMENT

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

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

The City Council, Moore Public Works Authority, and the Moore Risk Management meetings were adjourned at 6:54 p.m.

TRANSCRIBED BY:

RHONDA BAXTER, Executive Assistant

FOR:

ADAM WEBB, MPWA Secretary

FOR:

MARK HAMM, MEDA Secretary

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

ATTEST:

VANESSA KEMP, City Clerk