

**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  
SEPTEMBER 16, 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 September 16, 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, Blair, Hunt, Williams, Webb, Hamm, Lewis  
ABSENT: None

STAFF MEMBERS PRESENT: Assistant City Manager, Jerry Ihler; City Attorney, Randy Brink; City Clerk, Vanessa Kemp; Community Development Director, Elizabeth Weitman; Economic Development Director, Deidre Ebrey; Emergency Management Director, Gayland Kitch; Finance Director, Betty Koehn; Fire Chief, Greg Herbster; Human Resources Director, Christine Jolly; Acting Parks and Recreation Director, Chris Villani; PC/IT Technician, Zane Gruver; Assistant Police Chief, Todd Strickland; Police Lieutenant Kyle Dudley; Project-Grants Manager (Capital Planning & Resiliency), Kahley Gilbert; Public Works Director, Richard Sandefur; Risk Manager, Brian Miller; 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 SEPTEMBER 3, 2019.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2019-2020 IN THE AMOUNT OF \$3,009,110.23.

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

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

**Agenda Item Number 3 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF A 2020 FORD F-350 FROM BILL KNIGHT FORD OFF THE STATE CONTRACT IN THE AMOUNT OF \$31,185.

Richard Sandefur, Public Works Director, advised that the proposed purchase of a 2020 Ford F-350 was for Animal Control. Mr. Sandefur indicated that the state contract price of \$31,185 was for the chassis only. He stated that an item would be brought back to Council for purchase of the compartment at a later date.

**Councilman Williams moved to authorize the budgeted purchase of a 2020 Ford F-350 from Bill Knight Ford off the state contract in the amount of \$31,185, second by Councilman Blair. Motion carried unanimously.**

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

**Agenda Item Number 4 being:**

CONSIDER REJECTING ALL BIDS FOR BID NO. 1900-18 "LANDSCAPE FOR OLD TOWN PARK" AND AUTHORIZE STAFF TO SOLICIT NEW BIDS.

Kahley Gilbert, Project-Grants Manager (Capital Planning & Resiliency), advised that a bid notice was solicited on June 14, 2019 for landscaping at Old Town Park. Ms. Gilbert stated that the low bid was from Jim Cooley Construction in the amount of \$165,614; however, the bid did not include pricing for exterior lighting of the trail, landscaping, and art piece. It was determined that if the low bidder had submitted bids for the omitted items the cost would be significantly higher than the estimate for the project. Therefore, it was staff's recommendation that the landscaping for Old Town Park be included in a Request for Qualifications ("RFQ") that was being prepared for a Construction Manager for the Depot.

**Councilman Blair moved to reject all bids on Bid No. 1900-18 "Landscaping for Old Town Park" and authorize staff to solicit new bids, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 5 being:**

CONSIDER AUTHORIZING THE BUDGETED PURCHASE OF TEN (10) REPLACEMENT X26P TASERS AND ASSOCIATED EQUIPMENT FROM AXON ENTERPRISE, INC. AS A SOLE SOURCE PROVIDER IN THE AMOUNT OF \$19,980.

Todd Strickland, Assistant Police Chief, stated that the requested Tasers would be used to replace those that no long work and allow for replacement of those nearing their five-year life expectancy.

**Councilwoman Hunt moved to authorize the budgeted purchase of ten (10) replacement X26P Tasers and associated equipment from Axon Enterprise, Inc. as a sole source provider in the amount of \$19,980, second by Councilman Williams. Motion carried unanimously.**

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

**Agenda Item Number 6 being:**

CONSIDER RESOLUTION NO. 932(19) ADOPTING THE SCHEDULE OF FEES AND CHARGES; BY AMENDING THE SEARCH FEE FOR POLICE DEPARTMENT RECORDS AND IMPLEMENTING PREVIOUSLY APPROVED MEDICAL MARIJUANA LICENSING FEES; EFFECTIVE UPON APPROVAL AND REMAINING IN EFFECT UNTIL MODIFIED, AMENDED OR REPEALED; AND REPEALING PRIOR INCONSISTENT FEES.

Brian Miller, Assistant City Attorney, advised that Resolution No. 932(19) would amend the Fee Schedule to include a change to the background check or records search fee. The first records search would be free, with a \$5 fee for the second search, then a \$5 increase for each additional search up to five. For six or more it would be \$20 plus \$10 for each record over five.

The second change was the implementation of licensing fees for commercial businesses that sell medical marijuana. The licensing fees were contained in the Medical Marijuana Ordinance approved in October 2018. At that time the ordinance was put on hold until the outcome of pending court cases had been determined. Mr. Miller stated that with the recent passage of the Unity Bill municipalities can now legally charge licensing fees. He advised that he was recommending fees of \$1,200 for a Medical Marijuana Dispensary License, a Medical Marijuana Growing License, and a Medical Marijuana Processing License. Mr. Miller advised that he surveyed surrounding municipalities and found their fees were set at around \$850 to as much as \$2,500 for the same licenses. He added that the City must now fill out a Certificate of Compliance which requires inspections by the Fire Department and Building Inspector.

Councilwoman McKenzie asked if the proposed fees were for businesses. Mr. Miller confirmed that the fees were licensing fees for commercial businesses.

**Councilman Williams moved to approve Resolution No. 932(19) adopting the Schedule of Fees and Charges; by amending the search fee for police department records and implementing previously approved medical marijuana licensing fees; effective upon approval and remaining in effect until modified, amended or repealed; and repealing prior inconsistent fees, second by Councilwoman McKenzie. Motion carried unanimously.**

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

**Agenda Item Number 7 being:**

CONSIDER APPROVAL OF AN AGREEMENT WITH THE NANCY LIEBERMAN FOUNDATION TO PROVIDE A DREAM BASKETBALL COURT TO BE CONSTRUCTED AT PARMELE PARK.

Chris Villani, Acting Parks and Recreation Director, advised that the proposed agreement with the Nancy Lieberman Foundation was for construction of a Dream Basketball Court at Parmele Park. Mr. Villani stated that the City would be responsible for pouring the concrete pad and the Foundation would donate and install two new hoops and the court surfacing. Mr. Villani felt that the full-sized outdoor basketball court would be a great addition to the park system.

**Councilman Blair moved to approve an agreement with the Nancy Lieberman Foundation to provide a Dream Basketball Court to be constructed at Parmele Park, second by Councilman Williams. Motion carried unanimously.**

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

**THE CITY COUNCIL MEETING WAS RECESSED AND THE MOORE PUBLIC WORKS AUTHORITY MEETING WAS CONVENED AT APPROXIMATELY 6:37 P.M.**

**Agenda Item Number 8 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE PUBLIC WORKS AUTHORITY MEETING HELD SEPTEMBER 3, 2019.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2019-2020 IN THE AMOUNT OF \$496,933.10.

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

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

**Agenda Item Number 9 being:**

CONSIDER AUTHORIZING THE APPROVAL OF RUSSELL HOLLINGSWORTH, CIC OF DILLINGHAM INSURANCE AS AGENT FOR THE CITY'S PROPERTY AND CONTENTS, SANITATION TRUCK, BOILER AND MACHINERY, AND EMPLOYEE DISHONESTY INSURANCE POLICIES.

Brian Miller, Risk Manager, stated that the City has had the current insurance agent for Property and Contents, Boiler and Machinery, and Sanitation Truck insurance policies for approximately 18 to 19 years. Mr. Miller advised that after discussing the matter with City Manager Brooks Mitchell it was determined that it would be in the best interest of the City to have a new agent look at the property coverages. Staff recommended Russell Hollingsworth, who came highly recommended, as the City's agent for the upcoming year. He noted that Mr. Hollingsworth was present and available to answer any questions.

**Trustee Hunt moved to approve Russell Hollingsworth, CIC of Dillingham Insurance as agent for the City's Property and Contents, Sanitation Truck, Boiler and Machinery, and Employee Dishonesty insurance policies, second by Trustee McKenzie. Motion carried by majority vote.**

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

**Agenda Item Number 10 being:**

CONSIDER AUTHORIZING STAFF TO NEGOTIATE WITH THE CITY'S CURRENT AGENTS FOR 2020 INSURANCE POLICIES FOR PROPERTY AND CONTENTS, EXCESS PUBLIC OFFICIALS AND EMPLOYMENT PRACTICES, EXCESS WORKERS COMPENSATION, AND BOILER AND MACHINERY.

Brian Miller, Risk Manager, requested authorization to contact the City's insurance agents to begin the process of obtaining quotes for the City's 2020 insurance policies.

**Trustee Hunt moved to authorize staff to negotiate with the City's current agents for 2020 insurance policies for Property and Contents, Excess Public Officials and Employment Practices, Excess Workers Compensation, and Boiler and Machinery, second by Trustee Williams. Motion carried by majority vote.**

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

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

**Agenda Item Number 11 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE REGULAR MOORE RISK MANAGEMENT MEETING HELD SEPTEMBER 3, 2019.
- B) APPROVE AND RATIFY CLAIMS AND EXPENDITURES FOR FY 2019-2020 IN THE AMOUNT OF \$206,645.65.

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

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

**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 12 being:**

ROLL CALL

PRESENT: McKenzie, Blair, Hunt, Lewis, Webb, Hamm, Williams  
ABSENT: None

**Agenda Item Number 13 being:**

CONSENT DOCKET:

- A) RECEIVE AND APPROVE THE MINUTES OF THE MOORE ECONOMIC DEVELOPMENT AUTHORITY MEETING HELD AUGUST 19, 2019.

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

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

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

**Agenda Item Number 14 being:**

NEW BUSINESS:

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

Doye Debolt, 1405 NE 6<sup>th</sup>, appeared before Council to issue a complaint about the numerous letters he had received from Service Line Warranties of America ("SLWA") offering him service line insurance. Mr. Debolt advised that the letter, delivered with the City seal affixed on the letterhead and envelope, stated that SLWA was authorized by the City of Moore to make the offer. Mr. Debolt voiced his objection to receiving a letter that appeared to be official business from the City that was actually an advertisement for insurance. Councilman Williams advised that an article was included in the water bill a few months ago notifying citizens that they might receive a letter from SLWA and explaining what it would be about. Jerry Ihler, Assistant City Manager, stated that the National League of Cities approved SLWA to offer a benefit to the citizens of communities across the United States that was similar to an insurance plan for homeowners' water or sewer service lines. The City of Moore agreed to allow them to utilize the City's seal on their letterhead and to send out the document offering the service to the citizens. Councilman Hamm confirmed that the City Council voted to approve an agreement with Service Line Warranties of America a few years ago. Councilwoman McKenzie agreed that receiving multiple letters was frustrating; however, she stated that she obtained the insurance and it saved her a few thousand dollars in repair costs to her service line.

Rebekah Franklin, 219 N. Eastern, advised that the railroad crossing on Main Street was in need of repair. Ms. Franklin stated that one of the wheels on her wheelchair got caught in the tracks as she was crossing over them. Fortunately, someone came to her aid. She also advised that there were sections of sidewalk on Eastern Avenue from 4<sup>th</sup> to 19<sup>th</sup> Streets that were not complete or were in disrepair requiring her to go into the street or onto the grass. Councilman Webb indicated that sidewalks would be included in the Eastern Avenue street project. Jerry Ihler, Assistant City Manager, added that the City would contact the railroad again requesting repair of the Main Street crossing.

B) ITEMS FROM THE CITY COUNCIL/MPWA TRUSTEES.

Councilwoman Hunt advised that she had received complaint calls about the length of time it was taking the City to collect storm debris. Mr. Ihler stated that the storm caused debris city wide and staff was still working to pick it all up. Councilwoman McKenzie commented that she had also received citizen complaints about the delay in picking up debris from the storm that occurred 18 days ago. She asked if additional overtime could be approved and for any additional information staff could provide to assist the City Council when responding to questions. Councilwoman McKenzie stated that she was also still receiving complaint calls about big trash pickups. She thought the City was scheduling pickups 40 days in the future and felt that was unacceptable. She felt a plan should be implemented by a specific date to schedule pickups under 30 days.

Councilwoman McKenzie commented that she was receiving complaint calls about trains blocking crossings for more than 30 minutes creating huge traffic issues. Although she realized the City may not have the authority to resolve the issue she still wanted to go on record as saying that the City was aware of the problem. Randy Brink, City Attorney, advised that the City of Moore, the City of Edmond, and the City of Davis filed complaints with the Corporation Commission against the railroad. However, the Judge at the Corporation Commission ordered a stay in the proceedings because the railroad filed an injunctive action in federal court challenging the authority of the Corporation Commission to issue their rulings.

Councilwoman McKenzie stated that she had participated in interviews for Planning Commissioner along with Councilman Hamm, Councilman Williams, and Community Development Director Elizabeth Weitman. She stated that they met with some great people who were excited about serving the City. Councilwoman McKenzie thanked Ms. Weitman and her staff for coordinating the interviews.

Councilman Webb agreed with Councilwoman McKenzie's comments regarding big trash pickup. He stated that it was a consistent complaint that he received. He requested an update at the next meeting on shortening the wait time for scheduled terminator truck pickups. He agreed that 45 days was too long. Councilman Webb also mentioned complaints about tall grass around the drainage ditches in the 12<sup>th</sup> and Broadway area. He asked if hiring additional seasonal help might benefit the City in keeping up with the mowing. Jerry Ihler, Assistant City Manager, felt that the situation would require contracting with a company for mowing or hiring additional employees. Councilman Webb asked that the departments involved make an assessment and report back to Council.

Councilman Hamm commented that in the past the City offered opportunities for citizens to participate in big trash pickup. This created issues with trash being at the curb too long and people driving through neighborhoods picking through piles to find items to sale. He indicated that not all municipalities offer their citizens this type of service; however, he agreed that if the City was offering it there should be a shorter wait time. He did note that alternatively citizens can obtain a voucher allowing them to take their items to the landfill themselves. Councilman Hamm asked how many terminator trucks the City owned. Staff indicated that the City has three trucks with around 150 pickups scheduled each week.

Councilman Williams requested that the City contact the property owners of the vacant KOMA property on S. 4<sup>th</sup> Street about enforcing property maintenance issues since it was located on a major thoroughfare in the City.

C) ITEMS FROM THE CITY/TRUST MANAGER.

There were no items from the City/Trust Manager.

**Agenda Item Number 15 being:**

ADJOURNMENT

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

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

**The City Council, Moore Public Works Authority, and the Moore Risk Management meetings were adjourned at 7:02 p.m.**

TRANSCRIBED BY:

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RHONDA BAXTER, Executive Assistant

FOR:

\_\_\_\_\_  
ADAM WEBB, MPWA/MEDA Secretary

These minutes passed and approved as noted this \_\_\_\_ day of \_\_\_\_\_, 2019.

ATTEST:

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