

BOARD OF CITY COMMISSIONERS PROCEEDINGS

AUGUST 20, 2018 AT 6:00 P.M.

The Board of City Commissioners of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Regular Session in the Commission Chambers at City Hall, 9th and Broadway, Shawnee, Oklahoma, Monday, August 20, 2018 at 6:00 p.m., pursuant to notice duly posted as prescribed by law. Mayor Finley presided and called the meeting to order. Upon roll call, the following members were in attendance.

Richard Finley
Mayor

Ed Bolt
Commissioner Ward 1

Ron Gillham
Commissioner Ward 2

James Harrod
Commissioner Ward 3-Vice Mayor

Darren Rutherford
Commissioner Ward 4

Mark Sehorn
Commissioner Ward 5

Ben Salter
Commissioner Ward 6

ABSENT: None

INVOCATION

Don Lynch, Emergency Management
Director

FLAG SALUTE

AGENDA ITEM NO. 1:

Consider approval of Consent Agenda:

- a. Minutes from the August 6, 2018 regular meeting.
- b. Acknowledge the following reports and minutes:
 - License Payment Report for July 2018
 - Project Payment Report for July 2018
 - Shawnee Urban Renewal Authority Minutes from May 1, 2018 meeting
- c. Acknowledge resignation of Ed Bolt from the Zoning Board of Adjustments.

d. Mayor's Appointment

Shawnee Library Board

Justin Wood 1st Partial Term Expires 06/30/2019
Replaces Michelle Dominy – Resigned

e. Acknowledge resignation of City Manager Justin Erickson.

A motion was made by Commissioner Gillham, seconded by Commissioner Salter, to approve Consent Agenda Item Nos. 1(a-e). Motion carried 7-0.

AYE: Gillham, Salter, Bolt, Harrod, Finley, Rutherford, Sehorn
NAY: None

AGENDA ITEM NO. 2:

Citizens Participation
(A three-minute limit per person)
(A twelve-minute limit per topic)

Mr. Rodney Ackerman with Georg Fischer Central Plastics and Blue Zones spoke on behalf of the environment of the community – work area, home area, and school area. Mr. Ackerman said approximately eight years ago he had open heart surgery and had no support in his community. Blue Zones has recently reached out to several areas in the community, including to Georg Fischer Central Plastics. Mr. Ackerman stated what has helped him out so tremendously is that he has had so much support in the environment being created at Georg Fischer through Blue Zones. He asked the Commission to consider how the environment of the people around you can help you tremendously.

Ms. Sherry Smith, Chairman of Pottawatomie Alliance Toward Community Health (PATCH), and Dr. April Grace, Superintendent of Shawnee Public Schools, spoke about changes that have taken place in the Shawnee Public School System with regard to the Healthy Hunger Free Kids Act of 2010 (the "Act"). The Act requires school districts to participate in a national school lunch or breakfast program to strengthen existing wellness policies. In April 2018, the Shawnee School Board voted to approve an updated wellness policy that meets all required elements of the Act.

Ms. Rachael Melot, with Blue Zones Project, reported on the recently adopted Downtown Parklet Policy. At the 3rd Friday Event on August 17th, a temporary parklet was set up, feedback was taken from citizens, and a contest for a parklet design was held. The Avedis Foundation has granted Save Events for Families (SEFF) a grant to put in the first parklet. Ms. Melot thanked the Commission for being progressive for downtown.

AGENDA ITEM NO. 3:

Presentation by Blue Zones Project regarding the *Well-Being Coalition*.

Mr. Chuck Skillings, CEO/President of SSM Health St. Anthony Shawnee, and Ms. Miriam Bell with Blue Zones Project spoke regarding the Well-Being District and how the district will impact the environment. The Well-Being District will challenge local leaders to define an area, define criteria, tackle issues in tobacco environment, the food environment, the built environment, and media promotions to address well-being, complete the criteria, bring it to the coalition and the coalition and leaders do the work.

AGENDA ITEM NO. 4:

Consideration of a resolution of support for the Shawnee Oklahoma Well-Being District.

Resolution No. 6570 was introduced.

A RESOLUTION SUPPORTING THE SHAWNEE OKLAHOMA WELL-BEING DISTRICT.

A motion was made by Commissioner Bolt, seconded by Commissioner Gillham, to approve a resolution of support for the Shawnee Oklahoma Well-Being District. Motion carried 7-0.

AYE: Bolt, Gillham, Harrod, Finley, Rutherford, Sehorn, Salter

NAY: None

AGENDA ITEM NO. 5:

Presentation by Blue Zones Project regarding a Healthy Food Environment.

Ms. Holly Gordon and Mr. Neil Lindenbaum with the Pottawatomie County Food Policy Council explained that the Council is comprised of community stakeholders throughout Pottawatomie County. The Council identifies the food systems in the county and recommends to the city government policy initiatives to support the goals and objectives of the Council. Ms. Gordon stated they are asking

for support of the City of Shawnee by approving a Healthy Food Environment Resolution.

AGENDA ITEM NO. 6: Consideration of a resolution of support for the Blue Zones Project to create a Healthy Food Environment.

Resolution No. 6571 was introduced.

A RESOLUTION SUPPORTING A HEALTHY FOOD ENVIRONMENT.

A motion was made by Commissioner Bolt, seconded by Vice Mayor Harrod, to approve a resolution of supporting a Healthy Food Environment. Motion carried 7-0.

AYE: Bolt, Harrod, Finley, Rutherford, Sehorn, Salter, Gillham
NAY: None

AGENDA ITEM NO. 7: Discussion, consideration and possible action to determine process for selection of a permanent city manager, including formation of a search subcommittee.

City Manager Justin Erickson explained this item is required to begin the search process for a permanent city manager. Mr. Erickson advised that during the last search, a subcommittee was formed to work with the Human Resources Department and the interim City Manager to fulfill the search responsibilities.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Gillham, appoint a committee of Vice Mayor Harrod, Commissioner Bolt and Commissioner Gillham for the purpose of identifying and presenting proposals to the Commission at-large with regard to the hiring of a City Manager. Motion carried 7-0.

AYE: Harrod, Gillham, Finley, Rutherford, Sehorn, Salter, Bolt
NAY: None

AGENDA ITEM NO. 8: Acknowledge monthly Sales Tax and City Treasurer Report

Finance Director Chance Allison stated that that August sales tax deposit was \$1,553,456.44, which is flat over the July collections.

AGENDA ITEM NO. 9:

City Manager Report

City Manager Justin Erickson presented updates on the following:

- a. Police Headquarters Building (First United Bank Building) – Police Chief Mason Wilson and Mr. Erickson met with TAP Architecture last week to review findings of the building. Asbestos was found but is reasonably contained and can be dealt with relatively inexpensively through the remodeling process. Overall the building appears to be suitable for the Police Department Headquarters. The final report will be presented in September or October.
- b. Fire Station No. 2 – The building itself is near completion. Due to the recent rains, the dirt work and concrete work has been delayed. He anticipated three to four weeks before the project is completed.
- c. Comprehensive Plan Update – He thanked the community for the participation in the public events in August. More events are scheduled for September.
- d. Broadway Street and the Marquee Project – Rachael Melot updated the Commission at the last meeting regarding the Broadway Street Project. Since that time, Staff has started the process of evaluating design options and cost estimates.

Mr. Erickson gave a special thank you to the Mayor, City Commission, his family and Staff for their support in while he has been City Manager.

AGENDA ITEM NO. 10:

New Business (Any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda.)

City Manager Justin Erickson advised that Staff had received an Agreement for Administration of the Sales and Use Tax Ordinances of the City and an Agreement to Engage in Compliance Activities by the City of Shawnee with Oklahoma Tax Commission (OTC) was received today to begin implementing the new sales tax rate that becomes effective October 1, 2018.

A motion was made by Commissioner Gillham, seconded by Vice Mayor Harrod, to approve the Agreement for Administration of the Sales and Use Tax Ordinances of the City and an Agreement to Engage in Compliance Activities by the City of Shawnee with Oklahoma Tax Commission. Motion carried 7-0.

AYE: Gillham, Harrod, Finley, Rutherford, Sehorn, Salter, Bolt
NAY: None

AGENDA ITEM NO. 11:

Commissioners Comments

Commissioner Bolt shared a personal experience and encouraged everyone to become organ donors.

Mayor Finley commented on the walking school bus that has been implemented in local schools and encouraged citizens to volunteer to walk children to schools.

The Mayor and Commissioners each thanked Justin Erickson for his dedication and time to the City of Shawnee and offered him well wishes. Mayor Finley presented a plaque of appreciation to Justin Erickson.

RECESS CITY COMMISSION MEETING BY THE POWER OF THE CHAIR
TO CONVENE SHAWNEE AIRPORT AUTHORITY AND SHAWNEE
MUNICIPAL AUTHORITY (6:49 P.M.)

RECONVENE CITY COMMISSION MEETING BY THE POWER OF THE
CHAIR (6:53 P.M.)

AGENDA ITEM NO. 12:

Discussion, consideration and possible action to enter into executive session for the purpose of interviewing and/or naming a specific individual to serve as Interim City Manager pursuant to 25 O.S. §307(B)(1) "Discussing the employment, hiring, appointment, demotion, disciplining or resignation of any individual salaried public officer or employee".

A motion was made by Commissioner Bolt, seconded by Commissioner Gillham, to enter into executive session for the purpose of interviewing and/or

naming a specific individual to serve as Interim City Manager pursuant to 25 O.S. §307(B)(1) "Discussing the employment, hiring, appointment, demotion, disciplining or resignation of any individual salaried public officer or employee".

AYE: Bolt, Gillham, Harrod, Finley, Rutherford, Sehorn, Salter
NAY: None

AGENDA ITEM NO. 13:

Consider an Executive Session to discuss Municipal Judge Wiley's employment contract with the City of Shawnee pursuant to 25 O.S. §307(B)(1) "Discussing the employment, hiring, appointment, demotion, disciplining or resignation of any individual salaried public officer or employee."

A motion was made by Commissioner Bolt, seconded by Commissioner Gillham, to enter into executive session to discuss Municipal Judge Wiley's employment contract with the City of Shawnee pursuant to 25 O.S. §307(B)(1) "Discussing the employment, hiring, appointment, demotion, disciplining or resignation of any individual salaried public officer or employee."

AYE: Bolt, Gillham, Harrod, Finley, Rutherford, Sehorn, Salter
NAY: None

COMMISSION ENTERED INTO EXECUTIVE SESSION AT 6:54 P.M. WITH ALL MEMBERS PRESENT.

COMMISSION RECONVENED FROM EXECUTIVE SESSION AT 8:14 P.M. WITH ALL MEMBERS PRESENT.

AGENDA ITEM NO. 14:

Consideration and possible action on matters discussed in executive session for the purpose of interviewing and/or naming a specific individual to serve as Interim City Manager pursuant to 25 O.S. §307(B)(1) "Discussing the employment, hiring, appointment, demotion, disciplining or resignation of any individual salaried public officer or employee".

A motion was made by Vice Mayor Harrod, seconded by Commissioner Rutherford, to appoint Mr. Eric Benson as Interim City Manager and authorize the Mayor and City Attorney to execute a 90-day contract with the appointee that provides compensation at \$75.00 per hour capping at \$12,000.00 per month and that he be reimbursed for temporary housing up to \$2,000.00 per month. Motion carried 7-0.

AYE: Harrod, Rutherford, Sehorn, Salter, Bolt, Gillham, Finley
NAY: None

AGENDA ITEM NO. 15:

Consider matters discussed in Executive Session regarding discussion of Municipal Judge Wiley's employment contract with the City of Shawnee pursuant to 25 O.S. §307(B)(1) "Discussing the employment, hiring, appointment, demotion, disciplining or resignation of any individual salaried public officer or employee."

A motion was made by Commissioner Bolt, seconded by Vice Mayor Harrod, to accept the resignation of Municipal Judge Randall Wiley effective November 30, 2018 and that his employment contract and term of appointment be extended to that date. Motion carried 7-0.

AYE: Bolt, Harrod, Finley, Rutherford, Sehorn, Salter, Gillham
NAY: None

AGENDA ITEM NO. 16:

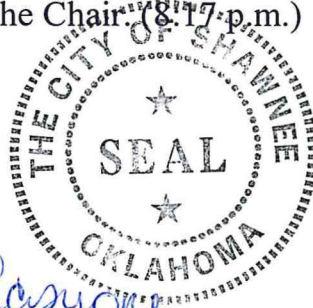
Adjournment

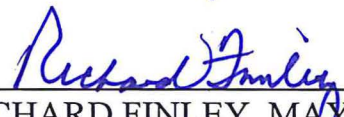
There being no further business to be considered, the meeting was adjourned by power of the Chair. (8:17 p.m.)

ATTEST:



LISA LASYONE, CMC
CITY CLERK





RICHARD FINLEY, MAYOR