

BOARD OF CITY COMMISSIONERS PROCEEDINGS

AUGUST 5, 2019 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 5, 2019 at 6:00 p.m., pursuant to notice duly posted as prescribed by law. Vice Mayor Harrod 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:

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

Ms. Kate Joyce advised that Senior Citizens of Shawnee Inc. (SCSI) had received a \$15,000.00 grant from Arvest Bank for flooring of the Senior Center. As a part of the dissolution with SCSI, the board has determined that the grant is to be transferred to the City of Shawnee to assist with the flooring cost at the Senior Center.

Mr. Daryl McVey presented the grant to Finance Director Ashley Neel.

AGENDA ITEM NO. 2:

Consider approval of Consent Agenda:

- a. Minutes from the July 15, 2019 regular meeting.
- b. Acknowledge the following minutes:
 - Shawnee Parks and Recreation Committee Minutes from the May 7, 2019 meeting
 - Shawnee Community Beautification Committee Minutes from the June 20, 2019 meeting
- c. Authorize staff to purchase five Ford Police SUV's at the state bid price of \$34,698.00 each for a total of \$173,490.00 from John Vance Auto Group.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Bolt, to approve Consent Agenda Item Nos. 2 (a-c). Motion carried 7-0.

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

NAY: None

AGENDA ITEM NO. 3:

Presentation by Animal Control to present the Pet of the Week.

Animal Control Officer Miller presented Acey, a Pitbull mix. Acey has been altered and the adoption fee inside the City Limits is \$10.00 and \$5.00 outside the City Limits.

AGENDA ITEM NO. 4:

Consideration of a resolution of the Mayor and City Commission that establishes and provides for compensation of City Manager William Chance Allison pursuant to Article V, Section 3 of the Shawnee Municipal Charter.

City Attorney Joe Vorndran advised a resolution is required by City Charter to establish the compensation rate of the City Manager.

A motion was made by Commissioner Rutherford, seconded by Commissioner Gillham, to approve a resolution of the Mayor and City Commission that establishes and provides for compensation of City Manager William Chance Allison pursuant to Article V, Section 3 of the Shawnee Municipal Charter.

Resolution No. 6594 was introduced.

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF SHAWNEE, OKLAHOMA THAT ESTABLISHES AND PROVIDES COMPENSATION OF THE CITY MANAGER PURSUANT TO ARTICLE V, SECTION 3 OF THE CITY CHARTER.

Motion carried 7-0.

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

AGENDA ITEM NO. 5: Consideration of a contract with City Manager William Chance Allison.

City Attorney Joe Vorndran provided a staff report explaining the contract establishes all details, such as the effective date. The contract has been approved by Mr. Allison.

A motion was made by Commissioner Gillham, seconded by Commissioner Bolt, to approve a contract with City Manager William Chance Allison. Motion carried 7-0.

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

AGENDA ITEM NO. 6: Swearing in of William Chance Allison as City Manager.

William Chance Allison was sworn in as City Manager by City Clerk, Lisa Lasyone.

AGENDA ITEM NO. 7:

Discussion, consideration, and possible action for a Mayor's Appointment to fill a vacant position on the Planning Commission. Applicants: Holly Gordon, Rachael Melot, and Randall K. Rogers.

Mayor Richard Finley called Holly Gordon and Rachael Melot to introduce themselves and state why they were interested in serving on the Planning Commission. Randall K. Rogers was not in attendance. Mayor Finley appointed Rachael Melot to the Planning Commission.

A motion was made by Commissioner Bolt, seconded by Commissioner Rutherford, to approve the Mayor's Appointment of Rachael Melot to the Planning Commission. Motion carried 5-0-2.

AYE: Bolt, Rutherford, Sehorn, Gillham, Finley

NAY: None

ABSTAIN: Harrod, Salter

AGENDA ITEM NO. 8:

Discussion, consideration, and possible action for a Mayor's Appointment to fill a vacant position on the Airport Advisory Board. Applicant: Randall J. Rogers.

Mayor Richard Finley called Randall J. Rogers to introduce himself and state why he was interested in serving on the Airport Advisory Board. Mayor Finley appointed Randall J. Rogers to the Airport Advisory Board.

A motion was made by Commissioner Gillham, seconded by Commissioner Rutherford, to approve the Mayor's Appointment of Randall J. Rogers to the Airport Advisory Board. Motion carried 7-0.

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

NAY: None

AGENDA ITEM NO. 9:

Consider and take action with respect to a resolution of the Board of Commissioners of the City of Shawnee, Oklahoma (the "City") approving action taken by the Shawnee Municipal Authority (the "Authority") authorizing issuance, sale and delivery of its Clean Water SRF promissory note to the Oklahoma Water Resources Board; ratifying and confirming a lease agreement and operation and maintenance contract, as amended, whereby the city leased its water and sanitary sewer systems to the authority; and containing other provisions related thereto.

City Manager Chance Allison advised this item is to confirm a decision to be made on the Shawnee Municipal Authority Agenda authorizing for the City to apply for Clean Water State Revolving Fund (SRF).

A motion was made by Vice Mayor Harrod, seconded by Commissioner Sehorn, to approve a resolution of the Board of Commissioners of the City of Shawnee, Oklahoma (the "City") approving action taken by the Shawnee Municipal Authority (the "Authority") authorizing issuance, sale and delivery of its Clean Water SRF promissory note to the Oklahoma Water Resources Board; ratifying and confirming a lease agreement and operation and maintenance contract, as amended, whereby the city leased its water and sanitary sewer systems to the authority; and containing other provisions related thereto.

Resolution No. 6595 was introduced.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA (THE "CITY") APPROVING ACTION TAKEN BY THE SHAWNEE MUNICIPAL AUTHORITY (THE "AUTHORITY") AUTHORIZING ISSUANCE, SALE AND DELIVERY OF ITS CLEAN WATER SRF PROMISSORY NOTE TO THE OKLAHOMA WATER RESOURCES BOARD; RATIFYING AND CONFIRMING A LEASE AGREEMENT AND OPERATION AND MAINTENANCE CONTRACT, AS AMENDED, WHEREBY THE CITY LEASED ITS WATER AND SANITARY SEWER SYSTEMS TO THE AUTHORITY; AND CONTAINING OTHER PROVISIONS RELATED THERETO.

Motion carried 7-0.

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

NAY: None

AGENDA ITEM NO. 10:

Discussion and consideration of an ordinance amending Chapter 8 "Businesses, Permits, and Licenses", creating Article IV "Wreckers and Towing Services", of the City Code, providing for the municipal regulation of wreckers and towing services within City Limits, in compliance with Title 47 Oklahoma Statute Section 951 et seq.; and also providing for severability, codification, and repealer.

City Attorney Joe Vorndran advised this is a house keeping item to be in compliance with State Statute.

A motion was made by Commissioner Bolt, seconded by Commissioner Gillham, to approve the ordinance amending Chapter 8 "Businesses, Permits, and Licenses", creating Article IV "Wreckers and Towing Services", of the City Code, providing for the municipal regulation of wreckers and towing services within City Limits, in compliance with Title 47 Oklahoma Statute Section 951 et seq.; and also providing for severability, codification, and repealer.

Ordinance No. 2670NS was introduced.

AN ORDINANCE OF THE CITY OF SHAWNEE, OKLAHOMA AMENDING CHAPTER 8 – "BUSINESSES, PERMITS AND LICENSES", CREATING ARTICLE IV—"WRECKERS AND TOWING SERVICES", OF THE CITY CODE, PROVIDING FOR THE MUNICIPAL REGULATION OF WRECKERS AND TOWING SERVICES WITHIN CITY LIMITS, IN COMPLIANCE WITH TITLE 47 OKLAHOMA STATUTE SECTION 951 ET SEQ.; AND ALSO PROVIDING FOR SEVERABILITY, CODIFICATION, AND REPEALER

Motion carried 7-0.

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

NAY: None

Ordinance No. 2670NS was adopted by the City Commission.

AGENDA ITEM NO. 11:

Consider Bids/Request for Qualifications (RFQ):

AGENDA ITEM NO. 11(b) WAS HEARD BEFORE ITEM NO. 11(a).

- b. Park Improvement Planning Request for Professional Services Qualifications (RFQ) (Open)

BIDDER

CLS & Associates, LLC
Oklahoma City, OK

Howell & Vancuren
Tulsa, OK

Planning Design Group
Tulsa, OK

Guernsey
Oklahoma City, OK

LAUD Studio
Oklahoma City, OK

Director of Operations James Bryce announced that five (5) RFQ's were received. Mr. Bryce requested that the bid award be deferred to a future meeting to allow staff to review the packets.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Gillham, to defer the bid award to a future meeting. Motion carried 7-0.

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

NAY: None

- a. Purchase and installation of vinyl tile and carpet for the Shawnee Senior Center (Award)

Director of Operations James Bryce announced that one (1) bid was received. After review, staff recommends awarding the bid to Bryan's Flooring of Oklahoma City, Oklahoma in the total amount of \$36,000.00. This project will be funded by the Arvest grant received earlier in the meeting from the Senior Citizens of Shawnee Inc. and the half cent sales tax.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Bolt, to accept staff's recommendation and award the bid to Bryan's Flooring in the total amount of \$36,000.00. Motion carried 7-0.

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

AGENDA ITEM NO. 12:

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

There was no New Business.

AGENDA ITEM NO. 13:

Commissioners Comments

Commissioner Bolt announced that Shawneestock would be held in Downtown Shawnee on Friday, August 16, 2019 from 6:00 p.m. to 9:00 p.m.

Commissioner Rutherford announced the Cops and Kids event would be held on Saturday, August 24, 2019 at the Heart of Oklahoma Exposition Center from 1:00 p.m. to 4:00 p.m.

Commissioner Sehorn stated he was impressed with the Spectra/Heart of Oklahoma Exposition Center transition and the City's transition with the Senior Center.

The Commissioners welcomed and congratulated Chance Allison on his new position as City Manager.

AGENDA ITEM NO. 14:

Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (6:31 p.m.)



Lisa Laszone
LISA LASYONE, CMC, CITY CLERK

James Harrod
for RICHARD FINLEY, MAYOR