

BOARD OF CITY COMMISSIONERS PROCEEDINGS

MAY 2, 2016 AT 6:30 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, May 2, 2016 at 6:30 p.m., pursuant to notice duly posted as prescribed by law. Mayor Mainord presided and called the meeting to order. Upon roll call, the following members were in attendance.

Wes Mainord

Mayor

Vacant

Commissioner Ward 1

Linda Agee

Commissioner Ward 2

James Harrod

Commissioner Ward 3-Vice Mayor

Absent

Commissioner Ward 4

Lesa Shaw

Commissioner Ward 5

Micheal Dykstra

Commissioner Ward 6

ABSENT: Hall

INVOCATION

The Lord's Prayer

FLAG SALUTE

Led by Mayor Mainord

AGENDA ITEM NO. 1:

Consider approval of Consent Agenda:

- a. Minutes from the April 18, 2016 regular meeting.
- b. Acknowledge the following minutes:
 - Community Service Contracts Review Minutes from November 23, 2015 and April 12, 2016 meetings.
- c. Request Authorization to advertise for bids the Rehab Asphalt Streets Maintenance Project FY15-16.

- d. Request Authorization to purchase the Centracs – Advanced Transportation Management System.
- e. Request Authorization to Purchase from the State Bid a Ford Explorer for the Engineering Department.
- f. Confirm and approve City Manager's hiring of Mason Wilson as Police Chief.
- g. Lake Lease Renewal:

RENEWAL

- Lot 16 Eckel Tract, 15001 Colson Lane
Lessees: Conrad Thompson
- h. Approve renewal of the following contracts with no changes from prior year for FY 2016-2017:
 - 1) Pottawatomie County Public Safety Center Jail Services Agreement.
 - 2) Visit Shawnee, Inc.

Regarding Agenda Item No. 1(b), Commissioner Shaw asked about the function of the Community Service Contracts Review Committee. City Attorney Joe Vorndran explained that Agenda Item No. 1(b) addresses acknowledgement of meeting minutes only. He further explained that recommendations made by the Community Service Contracts Review Committee will be presented to the City Commission for approval.

Regarding Agenda Item No. 1(d), Commissioner Shaw questioned if the Centracs System was taken before the Traffic Commission. Assistant City Engineer Michael Ludi responded that this had not gone before the Traffic Commission because the project was a budgeted item that had previously been approved by the City Commission through the budgeting process.

Regarding Agenda Item No. 1(h), Commissioner Shaw inquired about the date on the Pottawatomie County Public Safety Center Jail Services Agreement. City Manager Justin Erickson explained that the agreement had been scheduled to appear on a previous agenda and had been delayed until this meeting. The contract will be changed to reflect the correct date.

Regarding Agenda Item No. 1(f), Vice Mayor Harrod asked the City Manager to explain the Police Chief search/selection process that was used in selection of Mason Wilson as chief. Mr. Erickson explained that the process consisted of a nationwide search that provided twenty-three applicants, of which three were selected to go before a panel consisting of staff and law enforcement officers from other jurisdictions. The City also hosted an open house at the Community Center for citizens to meet the applicants.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Dykstra, to approve the Consent Agenda Item Nos. 1 (a-h). Motion carried 5-0.

AYE: Harrod, Dykstra, Agee, Mainord, Shaw

NAY: None

AGENDA ITEM NO. 2:

Citizens Participation

(A three minute limit per person)

(A twelve minute limit per topic)

Mr. Henry Davis, 1520 Eckel Road, spoke regarding his leased property at Shawnee Twin Lakes. He explained he is having a fence line dispute with his neighbor and does not feel the City has acted quickly enough to help settle the issue. Mayor Mainord advised that the City Manager is now aware of the issue and will be discussing it with the appropriate staff.

AGENDA ITEM NO. 3:

Mayor's Proclamations:

"National Travel and Tourism Week"

May 1-7, 2016

Danna Fowble and Randy Gilbert of Visit Shawnee, Inc. accepted the Mayor's Proclamation for "National Travel and Tourism Week" presented by Mayor Mainord.

"Better Hearing Month"

May 2016

Kurt Kalies accepted the Mayor's Proclamation for "Better Hearing Month" presented by Mayor Mainord.

AGENDA ITEM NO. 4:

Consider a resolution authorizing Wes Mainord, Mayor, to cast a ballot for the Oklahoma Municipal Assurance Group (OMAG) election of Mary Rupp, City Manager of Perry, Oklahoma as trustee.

Resolution No.6510 was introduced.

A RESOLUTION AUTHORIZING AND DIRECTING WES MAINORD, MAYOR, AN AUTHORIZED AGENT OF THE CITY OF SHAWNEE, OKLAHOMA, TO CAST VOTES FOR TRUSTEES OF THE OKLAHOMA MUNICIPAL ASSURANCE GROUP TO FILL EXPIRING TERMS OF TRUSTEES.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Dykstra, to approve a resolution authorizing Wes Mainord, Mayor, to cast a ballot for the Oklahoma Municipal Assurance Group (OMAG) election of Mary Rupp, City Manager of Perry, Oklahoma, as trustee. Motion carried 4-0-1.

AYE: Harrod, Dykstra, Agee, Shaw

NAY: None

ABSTAIN: Mainord

AGENDA ITEM NO. 5:

Overview of preliminary budget for FY 2016-2017.

Finance Director Cindy Arnold presented an overview of the General Fund Budget for FY 2016-17. She also provided a Power Point presentation and a brief financial overview of the preliminary budget. She addressed estimated revenues and expenses for the coming year and the addition of three new employee positions. She concluded with an expense summary of each city department's proposed budget for the new fiscal year. Ms. Arnold also answered questions from the Commissioners.

AGENDA ITEM NO. 6:

Consider Bids:

- a. Union Street Sidewalk Projects, Contract No. COS-PW-15-01 (Award)

Assistant City Engineer Michael Ludi, announced that four (4) bids were received and after review and consideration it was staff's recommendation to

award the bid to Parathon Construction of Edmond, Oklahoma in the total amount of \$188,201.00.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Agee, to accept staff's recommendation and award the bid to Parathon Construction in the total amount of \$188,201.00. Motion carried 5-0.

AYE: Harrod, Agee, Mainor, Shaw, Dykstra

NAY: None

b. Auditorium HVAC Project (Award)

Director of Operations James Bryce, announced that two (2) bids were received and after review and consideration it was staff's recommendation to award the bid to Jim Cooley Construction, LLC of Oklahoma City, Oklahoma in the total amount of \$555,175.00. The bid includes new LED lighting and ceiling tiles, but does not include a brick screen wall for the heat/air units. Mr. Bryce noted that Jim Cooley Construction LLC has already completed asbestos testing and removal. The total estimated time of completion for this project will be approximately five months.

Commissioner Dykstra questioned the current condition of the roof on the Municipal Auditorium. Mr. Bryce stated that the roof has been partially replaced but is still in need of further work.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Dykstra, to accept staff's recommendation and award the bid to Jim Cooley Construction, LLC in the total amount of \$555,175.00. Motion carried 4-0-1.

AYE: Harrod, Dykstra, Agee, Mainord

NAY: None

ABSTAIN: Shaw

AGENDA ITEM NO. 7:

City Manager Report

City Manager Justin Erickson provided Commissioners with his monthly report for April. Regarding mosquito spraying, he noted that right now crews are spraying on a complaint only basis, however, he expects crews will be spraying four evenings per week when the need increases. Commissioner Shaw noted that she recently attended a Tribal Self Governance Conference where the mosquito borne Zika virus was discussed. She requested Mr. Erickson look into obtaining

funds from the Centers of Disease Control to help with prevention and control of the virus.

AGENDA ITEM NO. 8: New Business (Any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda)

There was no New Business.

AGENDA ITEM NO. 9: Commissioners Comments

Commissioner Dykstra congratulated Police Chief Mason Wilson on his appointment as chief.

Commissioner Shaw also congratulated Chief Wilson.

Commissioner Shaw encouraged citizens to visit the Shawnee Public Library for their book sale on May 6th, 7th, and 8th.

Vice Mayor Harrod stated that the Downtown Streetscape progress was looking nice.

RECESS CITY COMMISSION MEETING BY THE POWER OF THE CHAIR TO CONVENE SHAWNEE AIRPORT AUTHORITY AND SHAWNEE MUNICIPAL AUTHORITY (7:24 P.M.)

RECONVENE CITY COMMISSION MEETING BY THE POWER OF THE CHAIR (8:04 P.M.)

AGENDA ITEM NO. 10: Discussion, consideration and possible action to go into Executive Session to discuss potential claims, litigation or other options regarding emergency (911) wireless telephone fees that were collected and not remitted to the City; as authorized by 25 O.S. §307(B)(4).

A motion was made by Vice Mayor Harrod, seconded by Commissioner Dykstra, to enter into Executive Session for discussion of potential claims,

litigation or other options regarding emergency (911) wireless telephone fees that were collected and not remitted to the City. Motion carried 5-0.

AYE: Harrod, Dykstra, Agee, Mainord, Shaw
NAY: None

COMMISSION ENTERED INTO EXECUTIVE SESSION AT 8:05 P.M. WITH ALL MEMBERS PRESENT

COMMISSION RECONVENED FROM EXECUTIVE SESSION AT 8:32 P.M. WITH ALL MEMBERS PRESENT

AGENDA ITEM NO. 11:

Consider matters discussed in Executive Session regarding potential claims, litigation or other options regarding emergency (911) wireless telephone fees that were collected and not remitted to the City; as authorized by 25 O.S. §307(B)(4).

No action taken.

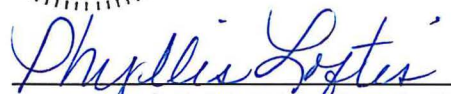
AGENDA ITEM NO. 12:

Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (8:33 p.m.)




WES MAINORD, MAYOR



PHYLLIS LOFTIS, CMC, CITY CLERK