

BOARD OF CITY COMMISSIONERS PROCEEDINGS

APRIL 20, 2020 AT 6:00 P.M.

NOTICE REGARDING PUBLIC COMMENTS

During the pendency of the Declared Emergency, members of the public who wish to speak to the City Commission on an agenda or non-agenda item as referenced above, must register with the City Clerk's office at least one (1) hour prior to the meeting by calling 405-878-1604 or sending an email to CityClerk@shawneeok.org with their name, address, telephone number, and indicate the topic or agenda item upon which they wish to speak. (At this time, to participate in the meeting, individuals will need access to Zoom [<https://zoom.us/>]). A link to the meeting will be provided via email to the participant prior to the meeting and the person must be signed into the meeting at the time of Citizens Participation or the Public Hearing item they wish to speak on is called by the Mayor.

For anyone that wishes to view the meeting, it will be broadcasted live on Vyve Channel 3 or via the City of Shawnee's website at http://www.shawneeok.org/services/video_multimedia/city_connect_live.php.

Members of the City Commission participation:

Mayor Richard Finley	Via Videoconference
Commissioner Ed Bolt, Ward 1	Via Videoconference
Commissioner Ron Gillham, Ward 2	Via Videoconference
Vice Mayor James Harrod, Ward 3	Via Videoconference
Commissioner Darren Rutherford, Ward 4	Via Videoconference
Commissioner Mark Sehorn, Ward 5	Via Videoconference
Commissioner Ben Salter, Ward 6	Via Videoconference

The Board of City Commissioners of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Regular Session via videoconference, Monday, April 20, 2020 at 6:00 p.m., pursuant to notice duly posted as prescribed by law at 10:49 a.m. on April 17, 2020. Mayor Finley presided and called the meeting to order. Upon roll call, the following members were in attendance via videoconference.

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

AGENDA ITEM NO. 1:

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

There was no Citizens Participation.

AGENDA ITEM NO. 2:

Consider approval of Consent Agenda:

- a. Minutes from the April 6, 2020 regular meeting.
- b. Acknowledge the following reports:
 - License Payment Report for March 2020
 - Project Payment Report for March 2020
- c. Approval of the request for renewal of an intergovernmental agreement with the City of Oklahoma City for Regional Household Hazardous Waste Collection and Management Service.
- d. Approve renewal of the following agreements for Fiscal Year 2020-2021:
 - 1) Agreement with Shawnee Twin Lakes Trap Club for use of city property known as Shawnee Twin Lakes Trap Range.
 - 2) Agreement with Project H.E.A.R.T., Inc. to provide meals to elderly persons.
- e. Confirm and approve the City Manager's hiring of Seth Barkhimer as the Director of Engineering.

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

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

NAY: None

AGENDA ITEM NO. 3:

Consideration of a budget amendment for Hotel Motel Fund 106 – Updating Department of Tourism budget to reflect changes because of COVID-19 and contract

with Pottawatomie County Historical Society.

Finance Director Ashley Neel explained the proposed budget amendment is to update the Department of Tourism budget to reflect changes due to COVID-19 and the contract with the Pottawatomie County Historical Society.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Gillham, to approve a budget amendment for Hotel Motel Fund 106 – Updating Department of Tourism budget to reflect changes because of COVID-19 and contract with Pottawatomie County Historical Society. Motion carried 7-0.

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

NAY: None

AGENDA ITEM NO. 4: Consider Bids/Requests for Proposals (RFP):

a. Solid Waste Collection, Recycling, and Disposal Services (Award)

City Manager Chance Allison announced that one (1) Request for Proposal (RFP) was received. The RFP received is from Central Disposal, the City's current solid waste collection, recycling, and disposal service provider. Selection on Central Disposal will not require any transition and services will not change for residents. Staff recommends approval of the proposal to Central Disposal at the following rates. Mr. Allison did advise that he has spoken with Central Disposal and rates will not increase until the current COVID-19 pandemic is over.

Direct Cost	Current Rates		Proposed Rates	
	Month	Year	Month	Year
Large Polycart				
Polycart Trash Service (95 Gallon)	\$10.00	\$120.00	\$11.50	\$138.00
Recycle Pickup	\$3.50	\$42.00	\$3.75	\$45.00
Transfer Station	\$0.75	\$9.00	\$1.00	\$12.00
Yard Waste Pickup	\$0.75	\$9.00	\$1.00	\$12.00
Bulk Waste Pickup	\$0.20	\$2.40	\$0.75	\$9.00
Total Monthly Charge	\$15.20	\$182.40	\$18.00	\$216.00
Small Polycart				
Polycart Trash Service (65 Gallon)	\$6.50	\$78.00	\$7.00	\$84.00
Recycle Pickup	\$3.50	\$42.00	\$3.75	\$45.00
Transfer Station	\$0.75	\$9.00	\$1.00	\$12.00
Yard Waste Pickup	\$0.75	\$9.00	\$1.00	\$12.00
Bulk Waste Pickup	\$0.20	\$2.40	\$0.75	\$9.00
Total Monthly Charge	\$11.70	\$140.40	\$13.50	\$162.00

A motion was made by Commissioner Bolt, seconded by Commissioner Gillham, to accept Staff's recommendation and award the bid to Central Disposal for solid waste collection, recycling, and disposal services at the above rates. Motion carried 7-0.

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

NAY: None

AGENDA ITEM NO. 5: Acknowledge monthly Sales Tax and Budget Report.

Finance Director Ashely Neel reported sales tax is up \$671,142.00, or 3.72%, over the projected budget year-to-date. She stated that use tax collections are up approximately \$432,077.00, or 27.74%, over the projected budget year-to-date.

City Manager Chance Allison stated at this time, Staff does not expect to have revenue losses requiring personnel action, such as furloughs, layoffs, etc. Mayor Finley asked that Staff notify the Commissioners when the next check is received from the Oklahoma Tax Commission.

AGENDA ITEM NO. 6: 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. 7: Commissioners Comments

Commissioner Bolt thanked the City Manager and Ashley Neel for their work on the budget. He also encouraged everyone to continue to be kind and patient with each other, as none of us have ever experienced a time such as this. He reminded everyone to Shop Shawnee and spend money locally.

Commissioner Gillham echoed Commissioner Bolt's comments. He stated this too shall pass.

Vice Mayor Harrod expressed his appreciation for Staff for their work on the budget and finance reporting.

Commissioner Sehorn also thanked Ashley Neel for her financial reports. He encouraged everyone to shop local to help small businesses.

Commissioner Salter concurs with all Commissioners. He reminded everyone to shop online to keep sales tax revenue from lacking.

Mayor Finley stated the Oklahoma Governor's order will expire before the next meeting. He encouraged everyone to use their judgment. He recommended Staff to prepare some literature for recommendation on best practices for retailers.

AGENDA ITEM NO. 8:

Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (6:18 p.m.)



ATTEST:



RICHARD FINLEY, MAYOR



LISA LASZYONE, CMC, CITY CLERK