

BOARD OF CITY COMMISSIONERS PROCEEDINGS

MARCH 21, 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, March 21, 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

Keith Hall

Commissioner Ward 4

Lesa Shaw

Commissioner Ward 5

Micheal Dykstra

Commissioner Ward 6

ABSENT: None

INVOCATION

The Lord's Prayer

Mayor Mainord then requested all in attendance remain standing for a moment of silence in honor of former City Commissioner Marva O'Neal, who recently passed away.

FLAG SALUTE

Led by Commissioner Dykstra

AGENDA ITEM NO. 1:

Consider approval of Consent Agenda:

- a. Minutes from the March 7, 2016 regular meeting.
- b. Acknowledge waiving Sections 8-431 and 8-434 of the Code of the City of Shawnee involving Garage Sale licenses and fees for the days of April 1-3, 2016.

- c. Authorize staff to request bids to repair and/or replace lighting in the Grandstands at Shawnee Heart of Exposition Center.
- d. Authorize staff to request bids for the North Union Street Sidewalk Project.
- e. Mayor's Appointments

Traffic Commission

Ronald Gillham, Sr.

1st Full Term

Expires 01/01/2019

Reappointment

Regarding Agenda Item No. 1(d), Commissioner Shaw questioned the contingency plan if the bids were to exceed the estimated cost of the project. Staff explained that additional funds could be provided from the City Street fund if needed.

Regarding Agenda Item No. 1(e), Commissioner Shaw asked that updated applications be provided when reappointing individuals to City Boards.

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

AYE: Harrod, Hall, Dykstra, Agee, Mainord

NAY: Shaw

AGENDA ITEM NO. 2:

Citizens Participation

(A three minute limit per person)

(A twelve minute limit per topic)

Ms. Beverly Davis addressed her concern of the Red Cedar trees in the area. Ms. Davis stressed that she is highly allergic to them and asked if there was a plan of action to remove the trees.

AGENDA ITEM NO. 3:

Presentation by City Manager to Employee of the Month, Danielle Turner, Engineering Department.

Danielle Turner was present to accept the Employee of the Month Certificate presented by City Manager Justin Erickson.

AGENDA ITEM NO. 4:

Consider Oklahoma Municipal Retirement Fund lump sum payment from Defined Benefit Plan for Jeremy Brown.

A motion was made by Commissioner Hall, seconded by Vice Mayor Harrod, to approve the Oklahoma Retirement Fund lump sum payment from Defined Benefit Plan for Jeremy Brown. Motion carried 6-0.

AYE: Hall, Harrod, Mainord, Shaw, Dykstra, Agee

NAY: None

AGENDA ITEM NO. 5:

Acknowledge Sales Tax Report received March 2016.

Finance Director Cynthia Sementelli reported that March sales tax collected this month was \$1,316,044.00, which is up 1.80% from 2014. Ms. Sementelli also stated that for the fiscal year 2015-2016 it is up 4.0% over fiscal year 2014-2015.

AGENDA ITEM NO. 6:

Consider Bids:

a. Auditorium HVAC Project (Award)

Director of Operations James Bryce announced that one (1) bid was received and after review and consideration it was staff's recommendation to reject the bid and rebid the project.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Shaw, to accept staff's recommendation to reject the bid and rebid the project. Motion carried 6-0.

AYE: Harrod, Shaw, Dykstra, Agee, Mainord, Hall

NAY: None

AGENDA ITEM NO. 7:

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. 8:

Commissioners Comments

Commissioner Agee noted that tornado season is near and asked Staff to advise citizens of public shelters locations. Don Lynch, Emergency Management Director, stated that a neighborhood storm shelter was located in Boy Scout Park. He also stated that North Rock Creek School can be utilized as a shelter when school is not in session. Mr. Lynch also advised that citizens can sign up for mass alerts on the City's website.

Commissioner Shaw stated that she took some time to meet with management at a local business regarding their customer service and was assured that customer service is very important to them.

Commissioner Shaw reported on a recent fundraiser at the local Masonic Lodge for Baby Daisy.

Commissioner Hall stated that although he knows of the concern with the Red Cedar trees, most of the trees are on private property and the responsibility of the property owner. He stated that the City cannot get on private property to remove the trees. He mentioned promoting awareness to citizens for removal of the Red Cedar trees from their properties.

City Manager Justin Erickson stated that there are plans for the City to remove the Red Cedar trees in the public parks this spring. In the fall, City staff will reevaluate the removal.

Vice Mayor Harrod reported on the quick progress on the Main Street Project.

Mayor Mainord reminded the citizens of the "Night on the Bricks" community meal event which will take place in the downtown area on April 15, 2016. He said tickets can be picked up in various locations around town. Mayor Mainord thanked Visit Shawnee, Inc. (VSI), the Avedis Foundation, Citizen Pottawatomie Nation (CPN), Safe Events for Families (SEFF), and the City for making the event possible.

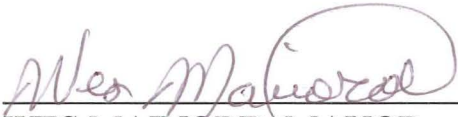
Mayor Mainord also reported that the annual Police Foundation Banquet is to take place on March 25, 2016. He thanked CPN and the Pottawatomie County Sheriff's Department for covering police calls for the City during the event so that all City police officers can attend.

Commissioner Dykstra asked that Don Lynch, Emergency Management Director, give a presentation regarding tornado safety and emergency plans at an upcoming City Commission meeting.

Commissioner Dykstra also inquired about the possibility of the City partnering with others to assist with the Red Cedar tree issue.

AGENDA ITEM NO. 9: Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (7:04 p.m.)



WES MAINORD, MAYOR

ATTEST:



KACIE BACHHOFFER, DEPUTY CITY CLERK

