

BOARD OF CITY COMMISSIONERS PROCEEDINGS

SEPTEMBER 18, 2023 AT 6:00 PM

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, 16 West 9th Street, Shawnee, Oklahoma on, Monday, September 18, 2023 at 6:00 PM, pursuant to notice duly posted as prescribed by law on Thursday, September 14, 2023, at 3:26 PM. Mayor Bolt presided and Mr. Eli Smith called the meeting to order. Upon roll call, the following members were in attendance.

Ed Bolt
Mayor

Daniel Matthews
Commissioner Ward 1

Cami Engles
Commissioner Ward 2

Travis Flood
Commissioner Ward 3

Darren Rutherford
Commissioner Ward 4 - Vice Mayor

Mark Sehorn
Commissioner Ward 5

Lauren Richter
Commissioner Ward 6

ABSENT: None

CALL TO ORDER

DECLARATION OF A QUORUM

INVOCATION

FLAG SALUTE

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

Mr. Fred Turner, Mr. Stephen Joosten, Mr. James Smith, Mr. Jearold Gill, Mr. Rob Morris, Mr. Michael Barksdale, Ms. Danita Dayton, Mr. Rick Young, and Ms. Katha DeCamara spoke during Citizens Participation.

2. Consider approval of Consent Agenda:

- a. Acknowledge staff will proceed in the instant meeting with the opening and consideration of bids as set forth in Item No. 9.

b. Minutes from the August 21, 2023 regular meeting.

c. Acknowledge the following minutes and reports:

- Shawnee Beautification, Parks, and Recreation Committee Minutes from the July 20, 2023 regular meeting.
- Shawnee Senior Citizens Advisory Board Minutes from the May 9, 2023 regular meeting.
- License Payment Report for August, 2023.
- Project Payment Report for August, 2023.

d. Lake Lease Transfer:

- Coffman Tract Lot 3, 15403 Perry Rd
From: Charles Moore and Sue Sigman
To: Sue and Jimmy Sigman
- Belcher Tract Lot 19, 33402 Post Office Neck
From: Carol Kaye Hopkins
To: The DM Revocable Trust Dated March 3, 2020

e. Acknowledge the resignation of Cody Smithson from the Airport Advisory Board.

f. Mayor's Appointments

Airport Advisory Board

Keith Layne	1st Partial Term	Expires: July 1, 2025
<i>Replaces Cody Smithson</i>		
<i>- Resigned</i>		

Shawnee Hospital Authority

Angi Mohr	1st Full Term	Expires: September 30, 2029
<i>Reappointment</i>		
Tina Hanna	1st Full Term	Expires: September 30, 2029
<i>Reappointment</i>		

Shawnee Urban Renewal Authority

Sydney Davidson	1st Partial Term	Expires: February 2, 2025
<i>Replaces Tosha</i>		
<i>Tanquary - Resigned</i>		

Commission Sehorn asked that Consent Agenda Item No. 2(b) be pulled for separate consideration.

A motion was made by Commissioner Matthews, seconded by Vice Mayor Rutherford, to approve Consent Agenda Item Nos. 2(a-f), less item 2(b). Motion carried 7-0-0.

AYE: Matthews, Rutherford, Sehorn, Richter, Engles, Flood, Bolt

NAY: None

ABSTAIN: None

A motion was made by Commissioner Matthews, seconded by Vice Mayor Rutherford, to approve Consent Agenda Item No. 2(b). Motion carried 5-0-2.

AYE: Matthews, Rutherford, Engles, Flood, Bolt

NAY: None

ABSTAIN: Sehorn, Richter

3. Presentation of the Pet of the Month by Animal Control.

Animal Control Officer Theresa Touchet introduced Dezi, a one- to three-year old Labrador Retriever.

4. Presentation of Governor's Approval of the City of Shawnee Charter Amendments.

City Manager Andrea Weckmueller-Behringer reported that the Governor has approved the Charter changes that were approved by the vote of the people in June 2023. The Charter's amendments included:

- Ward-specific voting for City Commissioners
- Streamlining the competitive bidding process
- Clarifying the start date for a newly elected Mayor or Commissioner
- Aligning requirements for City employees
- Updating conflict-of-interest policies
- Aligning the recreational use policy for Shawnee Twin Lakes
- Updating the policy for the Cemetery Perpetual Care Fund

5. Presentation of the Shawnee Fire Department - Agency Evaluation and Cultural Assessment by Emergency Services Consulting International (ESCI).

City Manager Andrea Weckmueller-Behringer stated that in November 2022, the City issued Request for Proposals for an operational review of the Shawnee Fire Department (SFD). In January 2023, the City Commission approved a contract with Emergency Services Consulting International (ESCI). Ms. Weckmueller-Behringer introduced Mr. Jeff Grote, Project Manager with ESCI. Mr. Grote provided a presentation that included:

- Purpose of Study
- March Site Visit Observations
 - Positive Findings
 - Improvement Areas
- Service Demand

- Staffing
- Current Response Time
 - 4-Minute Response Time (NFPA 1710)
 - 8-Minute Response Time (NFPA 1710)
 - Overall Response Performance
- Cultural Assessment
 - Positive Findings
 - Areas of Improvement
- Recommendations

6. Discussion regarding amending Chapter 8 of the Shawnee Municipal Code by creating a new Article XI of Chapter 8, prohibiting feeding operations in the downtown area.

Community Development Director Rian Harkins provided a Staff report. He advised that the draft ordinance defines the actual area for downtown. He advised that outside the geographical area of downtown would not have to have a permit. He advised that this item is a discussion item only and will be brought back to the Commission at a later date for consideration of a proposed ordinance.

7. Consideration of an agreement with the Oklahoma Water Resources Board for High Hazard Potential Dam (HHPD) Grant.

Director of Engineering Seth Barkhimer stated that at the August meeting, the City Commission approved a supplemental scope of work to complete the needed additional investigation for field exploration and inspection services at Twin Lake Dam No. 1. The proposed Agreement with the Oklahoma Water Resources Board (OWRB) would secure an additional Ninety-Nine Thousand Seven Hundred Forty-Five Dollars and Thirty Cents (\$99,745.30) in federal funds, supplementing the previously awarded Sixty-Five Thousand Dollars (\$65,000.00), for a total funding allocation of One Hundred Sixty-Four Thousand Seven Hundred Forty-Five Dollars and Thirty Cents (\$164,745.30). The additional funds would ensure the comprehensive investigation of the dam and position the City for future grant opportunities to support necessary construction work at a later stage.

A motion was made by Vice Mayor Rutherford, seconded by Commissioner Flood, to approve an agreement with the Oklahoma Water Resources Board for High Hazard Potential Dam (HHPD) Grant. Motion carried 7-0-0.

AYE: Rutherford, Flood, Bolt, Sehorn, Richter, Matthews, Engles

NAY: None

ABSTAIN: None

8. Consideration of a Memorandum of Understanding between the City of Shawnee and Pottawatomie Go related to a collaborative partnership.

City Manager Andrea Weckmueller-Behringer advised that the proposed Memorandum of Understanding (MOU) provides for the City to collaborate with Pottawatomie Go (Pogo) to measurably improve health and well-being in Pottawatomie County. The MOU does not obligate the City to expend staffing resources or funds.

A motion was made by Commissioner Flood, seconded by Vice Mayor Rutherford, to approve a Memorandum of Understanding between the City of Shawnee and Pottawatomie Go related to a collaborative partnership. Motion carried 6-1-0.

AYE: Flood, Rutherford, Sehorn, Matthews, Engles, Bolt

NAY: Richter

ABSTAIN: None

9. Consider Bid(s):

- a. Independence Avenue Waterline Project (Award)

Director of Engineering Seth Barkhimer announced that four (4) bids were received. Staff recommends awarding to Circle B Underground for the Base Bid and Alternates 1 and 2 in the total amount of One Million Seven Hundred Eighty-Three Thousand Seven Hundred Sixty-Two Dollars (\$1,783,762.00).

A motion was made by Commissioner Engles, seconded by Commissioner Flood, to award the bid to Circle B Undergrand in the total amount of One Million Seven Hundred Eighty-Three Thousand Seven Hundred Sixty-Two Dollars (\$1,783,762.00). Motion carried 7-0-0.

AYE: Engles, Flood, Bolt, Rutherford, Sehorn, Richter, Matthews

NAY: None

ABSTAIN: None

b. Thompson Heights Waterline Project (Open)

<u>BIDDER</u>	<u>AMOUNT</u>
Marsau Enterprises, Inc. Enid, Oklahoma	\$2,051,860.00
Patriot Construction Guthrie, Oklahoma	\$1,236,741.00
Davenport Construction, Inc. Edmond, Oklahoma	\$1,193,985.00
Circle B Underground, LLC Bristow, Oklahoma	\$1,331,788.00
Orr Construction, Inc. Davenport, Oklahoma	\$1,496,025.00

Director of Engineering Seth Barkhimer read five (5) bids into the record and requested that the bid award be deferred to a future City Commission meeting.

A motion was made by Commissioner Matthews, seconded by Vice Mayor Rutherford, to defer the item to a future City Commission meeting. Motion carried 7-0-0.

AYE: Matthews, Rutherford, Sehorn, Richter, Engles, Flood, Bolt

NAY: None

ABSTAIN: None

c. Sewer Pipe Bursting (Open)

<u>BIDDER</u>	<u>AMOUNT</u>
Horseshoe Construction, Inc. Bryan, Texas	\$1,908,796.00
Krapff Reynolds Construction Oklahoma City, Oklahoma	\$2,978,893.00

Bennett, Inc.
Lamar, Missouri

\$2,409,611.50

Director of Engineering Seth Barkhimer read three (3) bids into the record and requested that the bid award be deferred to a future City Commission meeting.

A motion was made by Commissioner Flood, seconded by Commissioner Engles, to defer the item to a future City Commission meeting. Motion carried 7-0-0.

AYE: Flood, Engles, Bolt, Rutherford, Sehorn, Richter, Matthews

NAY: None

ABSTAIN: None

10. Acknowledge Monthly Sales Tax Report.

Finance Director Lindsey McNabb-Fox reported sales tax is up Seven Hundred Seven Thousand Nine Hundred Dollars (\$707,900.00) or Nine Point Seven Percent (9.7%), over the projected budget year-to-date. She stated that use tax collections are up Two Hundred One Thousand One Hundred Seventy-Nine Dollars (\$201,179.00) or Twenty-Three Point Two Percent (23.2%), above the projected budget year-to-date.

11. Administrative Report(s):

a. Santa Fe Depot Update - Rian Harkins, Community Development Director

Community Development Director Rian Harkins provided an administrative report on the Santa Fe Depot Update. Items discussed included:

- 2022 Community Feedback
- Preferred Functions
- Grant Application Status
- Design Update
- Cost Estimate
- Not Included in Cost Estimate
- Available Funding

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.

13. Commissioners Comments

Commissioner Sehorn commented regarding sales tax and homelessness.

Vice Mayor Rutherford commented on the sale tax and the fire department report.

Commissioner Flood commented on Citizens Participation. He also invited everyone to the Rock the Block event on Thursday, September 21, 2023.

Commissioner Engles commented on Citizens Participation, sales tax, and animal control issues.

Commissioner Matthews commented on the approved Charter changes and the fire department report. He asked Staff to provide a legal opinion regarding Dockery Park being a viable location for a homeless camp. He also asked for an education piece on animal control.

Mayor Bolt commented on Citizens Participation, the RV Rally at the Expo, and animal control issues. He asked Staff to do a report next month on where to find the City's financial information online.

14. Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (8:18 p.m.)


ED BOLT, MAYOR

ATTEST:



LISA LASYONE, CMC
CITY CLERK