

## BOARD OF CITY COMMISSIONERS PROCEEDINGS

DECEMBER 2, 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, December 2, 2019 at 6:00 p.m., pursuant to notice duly posted as prescribed by law at 4:39 p.m. on November 26, 2019. Mayor Finley 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

The Lord's Prayer

FLAG SALUTE

AGENDA ITEM NO. 1:

Citizens Participation

(A three-minute limit per person)

(A twelve-minute limit per topic)

Ms. Holly Gordon thanked the Commission for offering the Broadway Project Listening Session on Wednesday, December 6, 2019 at 6:00 p.m. for everyone to participate.

Mr. Glen Keegan spoke in opposition of the proposed bike lanes on Broadway Avenue.

Mr. Randy James thanks the Commissioners who attended the meeting regarding the proposed bike lanes this past Saturday.

AGENDA ITEM NO. 2:

Consider approval of Consent Agenda:

- a. Minutes from the November 18, 2019 regular meeting.
- b. Acknowledge the following minutes:
  - Shawnee Urban Renewal Authority Minutes from the August 6, 2019 regular meeting
- c. Authorize staff to sign an amended City Hall Tower Site Lease Agreement with T-Mobile.
- d. Authorize renewal of an agreement with the Housing Authority of the City of Shawnee for supplemental police services.
- e. Mayor's Appointments:

Zoning Board of Adjustments

Mark Cannon      2<sup>nd</sup> Full Term      Expires: June 1, 2022  
*Reappointment*

Shawnee Civic and Cultural Development Authority

Mindy Palmer      1<sup>st</sup> Full Term      Expires: December 31, 2023  
*Reappointment*

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:

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

Animal Control Officer Leathers presented Anna, a terrier mix puppy. Officer Leathers said Anna is just a few months old and is eligible for adoption.

AGENDA ITEM NO. 4:

Discussion and consideration of an ordinance amending the employee retirement system, defined benefit plan for the City of Shawnee, Oklahoma by adopting a revised and restated retirement plan; providing retirement benefits for eligible employees of the City of Shawnee, Oklahoma; providing for purpose and organization; providing for definitions; providing for eligibility and participation; providing for non-alienation of benefits; providing for employer and employee contributions; providing for accounting, allocation, and valuation; providing benefits; providing for required notice; providing for amendments and termination; providing for transfer to and from other plans; creating a retirement committee and providing for powers, duties, and rights of retirement committee; providing for payment of certain obligations; providing for duration and payment of expenses; providing for effective date; providing for vesting schedules; providing for a fund to finance the system to be pooled with other incorporated cities, towns and their agencies and instrumentalities for purposes of administration, management, and investment as part of the Oklahoma Municipal Retirement Fund; providing for payment of all contributions under the system to the Oklahoma Municipal Retirement Fund for management and investment; providing for repealer and severability; adopting those amendments mandated by the Internal Revenue Code; and declaring an emergency.

Personnel Director Jennifer Greenland provided a staff report.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Gillham, to approve an ordinance amending the employee retirement system, defined benefit plan for the City of Shawnee, Oklahoma by adopting a revised and restated retirement plan; providing retirement benefits for eligible employees of the City of Shawnee, Oklahoma; providing for purpose and organization; providing for definitions; providing for eligibility and participation; providing for non-alienation of benefits; providing for employer and employee contributions; providing for accounting, allocation, and valuation; providing benefits; providing for required notice; providing for amendments and termination; providing for transfer to and from other plans; creating a retirement committee and providing for powers, duties, and rights of retirement committee; providing for payment of certain obligations; providing for duration and payment of expenses; providing for effective date; providing for vesting schedules; providing for a fund to finance the system to be pooled with other incorporated cities, towns and their agencies and instrumentalities for purposes of administration, management, and investment as part of the Oklahoma Municipal Retirement Fund; providing for payment of all contributions under the system to the Oklahoma Municipal Retirement Fund for management and investment; providing for repealer and severability; adopting those amendments mandated by the Internal Revenue Code. Motion carried 7-0.

Ordinance No. 2680NS was introduced.

AN ORDINANCE AMENDING THE EMPLOYEE RETIREMENT SYSTEM, DEFINED BENEFIT PLAN FOR THE CITY OF SHAWNEE, OKLAHOMA BY ADOPTING A REVISED AND RESTATED RETIREMENT PLAN; PROVIDING RETIREMENT BENEFITS FOR ELIGIBLE EMPLOYEES OF THE CITY OF SHAWNEE, OKLAHOMA; PROVIDING FOR PURPOSE AND ORGANIZATION; PROVIDING FOR DEFINITIONS; PROVIDING FOR ELIGIBILITY AND PARTICIPATION; PROVIDING FOR NON-ALIENATION OF BENEFITS; PROVIDING FOR EMPLOYER AND EMPLOYEE CONTRIBUTIONS; PROVIDING FOR ACCOUNTING, ALLOCATION, AND VALUATION; PROVIDING BENEFITS; PROVIDING FOR REQUIRED NOTICE; PROVIDING FOR AMENDMENTS AND TERMINATION; PROVIDING FOR TRANSFER TO AND FROM OTHER PLANS; CREATING A RETIREMENT COMMITTEE AND PROVIDING FOR POWERS, DUTIES, AND RIGHTS OF RETIREMENT COMMITTEE; PROVIDING FOR PAYMENT OF CERTAIN OBLIGATIONS; PROVIDING FOR DURATION AND PAYMENT OF EXPENSES; PROVIDING FOR EFFECTIVE DATE; PROVIDING FOR VESTING SCHEDULES; PROVIDING FOR A FUND TO FINANCE THE SYSTEM TO BE POOLED WITH OTHER INCORPORATED CITIES, TOWNS AND THEIR AGENCIES AND INSTRUMENTALITIES FOR PURPOSES OF ADMINISTRATION, MANAGEMENT, AND INVESTMENT AS PART OF THE OKLAHOMA MUNICIPAL RETIREMENT FUND; PROVIDING FOR PAYMENT OF ALL CONTRIBUTIONS UNDER THE SYSTEM TO THE OKLAHOMA MUNICIPAL RETIREMENT FUND FOR MANAGEMENT AND INVESTMENT; PROVIDING FOR REPEALER AND SEVERABILITY; ADOPTING THOSE AMENDMENTS MANDATED BY THE INTERNAL REVENUE CODE; AND DECLARING AN EMERGENCY.

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

Ordinance No. 2680NS was adopted by the City Commission.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Gillham, to approve emergency clause relating to Ordinance No. 2680NS. Motion carried 7-0.

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

AGENDA ITEM NO. 5:

Consider Bids:

- a. Purchase and Installation of Vinyl Tile, Carpet, and Ceramic Tile for the Shawnee Library (Award)

Director of Operations James Bryce announced that two (2) bids were received. After review and consideration, it was Staff's recommendation to award the bid to Bryan's Flooring of Oklahoma City, Oklahoma with the base bid amount of \$92,600.00 with possible additional cost depending on moisture content. If moisture was found, the additional cost could be one of the following:

- Up to 93% moisture - \$0.25 per square foot more;
- 94% to 95% moisture - \$2.50 per square foot more; or
- Over 95% moisture - \$4.50 per square foot more.

A motion was made by Commissioner Bolt, seconded by Commissioner Sehorn, to accept staff's recommendation and award to Bryan's Flooring with the base bid amount of \$92,600.00 plus additional moisture costs, if any. Motion carried 7-0.

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

- b. Senior Citizens Center Roofing Project (Award)

Director of Operations James Bryce announced four (4) bids were received. After discussions with contractors, Mr. Bryce feels there was a misunderstanding with the bid. He recommends deferral of the bid award to a future City Commission meeting in order to further review the bids.

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

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

NAY: None

AGENDA ITEM NO. 6:

Administrative Reports:

a. Emergency Management Director Don Lynch – Mass Alerting System

Emergency Management Director Don Lynch provided an update on the Mass Alerting System. Staff is currently updating data that includes street and address locations and land line phone numbers in order that the vendor can provide accurate information to citizens. If individuals would like their mobile phones or email addresses added to the system for alerts, they may update their own information once the system is live.

b. Director of Operations James Bryce – Shawnee Community Beautification Committee

Director of Operations James Bryce announced the Shawnee Community Beautification Committee was awarded the Keep Oklahoma Beautiful award for communities with a population of 15,000 to 40,000.

AGENDA ITEM NO. 7:

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. 8:

Commissioners Comments

Commissioner Bolt announced that the Christmas Parade would be held this Thursday, December 5, 2019.

Vice Mayor Harrod thanked Daniel Shaughnessy for hosting a Community Member Discussion regarding the Broadway Street Beautification Project and Rachael Melot for attending and answering questions. He also thanked Reverend Ray Belford for allowing the discussion to be held at First Christian Church. He stated that the Commission is hosting a Broadway Project Listening Session on Wednesday, December 6, 2019 at 6:00 p.m.

Commissioner Rutherford said he is looking forward to the annual Christmas Parade and thanked Safe Events for Families for hosting the event.

Commissioner Salter announced the Senior Citizens of Shawnee Board (SCSB) is hosting a year-end gathering event to allow citizens to suggest senior programming, visit the updated facility, and talk to board members.

Mayor Finley expressed his appreciation to everyone who came to the meeting on Saturday regarding the Broadway project. He stated citizen input is always welcome.

AGENDA ITEM NO. 9:

Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (6:33 p.m.)

ATTEST:



Lisa Lasyone  
LISA LASYONE, CMC, CITY CLERK

Richard Finley  
RICHARD FINLEY, MAYOR