

BOARD OF CITY COMMISSIONERS PROCEEDINGS

NOVEMBER 18, 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, November 18, 2019 at 6:00 p.m., pursuant to notice duly posted as prescribed by law at 2:59 p.m. on November 14, 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)

Mr. Monty Porter stated concerns he has with the Cutoff Notice Fee charged by Utility Billing.

Mr. Randy James, Mr. Gene Greenfield, and Ms. Michelle James addressed concerns with a proposed bike lane along Broadway Avenue.

Mr. Sam Nowakowski stated there is an item on the Consent Agenda related to an easement for Canadian Valley Electric Cooperative, Inc. He explained approval of this item would allow electricity to be ran to his new home at Shawnee Twin Lakes and he requested that the easement be approved.

AGENDA ITEM NO. 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 City Commission Agenda Item No. 6 and Shawnee Airport Authority Agenda Item No. 2.
- b. Minutes from the November 4, 2019 regular meeting.
- c. Acknowledge the following reports and minutes:
 - License Payment Report for October 2019
 - Project Payment Report for October 2019
 - Planning Commission Minutes from the October 2, 2019 regular meeting
 - Senior Citizens of Shawnee Board Minutes from the September 10, 2019 meeting
- d. Acknowledge City of Shawnee Holiday Schedule for 2020.
- e. Authorize a right-of-way easement be given to Canadian Valley Electric Cooperative, Inc. to serve an existing City Lake Lot Lease site at Shawnee Twin Lakes.
- f. Acknowledge resignation of Holly Gordon from the Shawnee Community Beautification Committee.
- g. Acknowledge resignation of Miriam Bell from the Parks and Recreation Committee.
- h. Mayor's Appointments:

Library Board

Kim Paxson 1st Partial Term Expires: June 20, 2022

Replacing Daphanie Lilite – Termed Out

Shawnee Housing Authority

Holly Gordon 1st Partial Term Expires: February 1, 2022

Replacing Sherry Lankford – Termed Out

Zoning Board of Adjustments

Holly Gordon 1st Partial Term Expires: June 1, 2022

Replacing Jim Cooper – Termed Out

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

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

NAY: None

AGENDA ITEM NO. 3:

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

Animal Control Officer Couch presented Badger, a ten-month-old male Pitbull. The fee to adopt Badger is Forty Dollars (\$40.00).

AGENDA ITEM NO. 4:

Consideration of a resolution for the selection of City of Shawnee Bridge Inspectors for the Oklahoma Department of Transportation Bridge Inspection Program.

Director of Engineering Michael Ludi passed out a map of bridges within the City Limits and a sample of a bridge inspection report. He advised that this is an Oklahoma Department of Transportation (ODOT) project and is fully funded by ODOT. Mr. Ludi stated the City of Shawnee has chosen to go with the same consultant as Pottawatomie County, which is Circuit Engineering District Number 4.

Resolution No. 6604 was introduced.

CONCERNING BRIDGE INSPECTION RESPONSIBILITY BY LOCAL GOVERNMENT FOR COMPLIANCE WITH NATIONAL BRIDGE INSPECTION STANDARDS.

A motion was made by Commissioner Bolt, seconded by Commissioner Rutherford, to approve a resolution for the selection of City of Shawnee Bridge Inspectors for the Oklahoma Department of Transportation Bridge Inspection Program. Motion carried 7-0.

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

AGENDA ITEM NO. 5: Consideration of a budget amendment for Community Development Block Grant (CDBG) Fund 190 – Providing budget for the CDBG Consolidation Plan 2020 – 2024.

Finance Director Ashley Neel explained this budget amendment is to cover costs for the Community Development Block Grant Consolidation Plan previously approved by the City Commission.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Sehorn, to approve a budget amendment for CDBG Fund 190. Motion carried 7-0.

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

AGENDA ITEM NO. 6 WAS MOVED AFTER AGENDA ITEM NO. 7 BY THE POWER OF THE CHAIR.

AGENDA ITEM NO. 7: Acknowledge monthly Sales Tax and Budget Report.

Finance Director Ashely Neel reported sales tax is up \$421,609.00, or 4.71%, over the projected budget year-to-date. She stated that use tax collections are up approximately \$401,209.00, or 58.84%, over the projected budget year-to-date. Ms. Neel also reported 66% of the General Fund and 69% of the Shawnee Municipal Authority Fund is remaining for the Fiscal Year budget.

AGENDA ITEM NO. 6: Consider Bids:

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

BIDDER**AMOUNT**

Bryan's Flooring
Oklahoma City, OK

\$92,600.00

Affinity Corp.
Edmond, OK

\$168,730.00

Director of Operations James Bryce read two (2) bids into the record. Mr. Bryce requested that the bid award be deferred to the December 2, 2019 City Commission meeting to allow staff time to review each bid.

A motion was made by Commissioner Gillham, seconded by Vice Mayor Harrod, to defer the bid award to the December 2, 2019 City Commission meeting to allow staff to review each bid. Motion carried 7-0.

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

NAY: None

b. Senior Citizens Center Roofing Project (Open)

BIDDER**AMOUNT**

Alva Roofing Company
Oklahoma City, OK

\$103,425.00

Allwine Roofing & Construction, Inc.
Tulsa, OK

\$146,124.00

Cantrell Exteriors Finishes
Choctaw, OK

\$89,000.00

Ground Zero Roofing
Newcastle, OK

\$63,500.00

Director of Operations James Bryce read four (4) bids into the record. Mr. Bryce requested that the bid award be deferred to the December 2, 2019 City Commission meeting to allow staff time to review each bid.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Rutherford, to defer the bid award to the December 2, 2019 City Commission meeting to allow staff to review each bid. Motion carried 7-0.

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

AGENDA ITEM NO. 8:

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. 9:

Commissioners Comments

Commissioner Bolt thanked City Staff for their assistance with the Christmas Tree Lighting Event last Friday. The Christmas Parade will be Thursday, December 5, 2019 from 6:00 p.m. to 9:00 p.m. in Downtown Shawnee.

Commissioner Rutherford and Commissioner Salter reminded everyone to shop Shawnee this holiday season.

AGENDA ITEM NO. 10:

Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (6:27 p.m.)

ATTEST:





RICHARD FINLEY, MAYOR



LISA LASZYONE, CMC, CITY CLERK