

# OWASSO CITY COUNCIL

## MINUTES OF REGULAR MEETING Tuesday, September 18, 2018

The Owasso City Council met in regular session on Tuesday, September 18, 2018, in the Council Chambers at Old Central, 109 N Birch, Owasso, Oklahoma per the Notice of Public Meeting and Agenda filed in the office of the City Clerk and posted at City Hall, 200 S Main St, at 6:00 pm on Friday, September 14, 2018.

### 1. Call to Order

Mayor Chris Kelley called the meeting to order at 6:30 pm.

### 2. Invocation

The invocation was offered by Pastor Don Cason of Hope Chapel Church.

### 3. Flag Salute

Councilor Dunn led the flag salute.

### 4. Roll Call

Present	Absent
Mayor – Chris Kelley	None
Vice-Mayor – Bill Bush	
Councilor – Doug Bonebrake	
Councilor – Lyndell Dunn	
Councilor – Kelly Lewis	

A quorum was declared present.

#### Staff:

City Manager - Warren Lehr  
City Attorney - Julie Lombardi

Mayor Kelley recognized citizens, Murray Adams and Ron Stuckey, for their consistent attendance during City Council meetings and expressed appreciation for their continued participation in municipal government.

### 5. Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Councilor may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.)

- A. Approve minutes
  - September 4, 2018, Regular Meeting
  - September 11, 2018, Regular Meeting
- B. Approve claims
- C. Declare one 9' Brunswick Billiards Pool Table, Ornate Style and one 9' Brunswick Billiards Pool Table, Mid Century Style as surplus to the needs of the City and authorize their disposal via on-line auction
- D. Approve a budget amendment in the General Fund increasing estimated revenues and the appropriation for expenditures in the Community Center Department by \$2,500.40, resulting from Community Center program fees

Mr. Bush moved, seconded by Mr. Bonebrake to approve the Consent Agenda with claims totaling \$2,011,013.76.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley

NAY: None

Motion carried: 5-0

**6. Consideration and appropriate action relating to items removed from the Consent Agenda**  
None

**7. Consideration and appropriate action relating to an application for the re-plat of the original Oxford Glen of Owasso Final Plat, located north of East 103<sup>rd</sup> Street North and west of North Garnett Road**

Karl Fritschen presented the item recommending approval of the Replat for Oxford Glen of Owasso.

There were no comments from the audience. Mr. Bush moved, seconded by Mr. Dunn to approve the Replat for Oxford Glen of Owasso, as recommended.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley

NAY: None

Motion carried: 5-0

**8. Consideration and appropriate action relating to City Council authorization to submit a request to the Tulsa County Vision Authority for the allocation of Excess Vision 2025 funds and requesting an amended Capital Improvement Agreement for Owasso Events Facilities – Sports Park Projects #2**

Larry Langford presented the item recommending authorization for the City Manager to execute a letter requesting the Tulsa County Vision Authority amend their Resolution, dated December 6, 2016, by adding the following language to the current Description of Improvements "preparations required for additional fields and amenities, various shade structures and fencing materials" as reimbursable Vision 2025 projects, and further requesting the Tulsa Board of County Commissioners issue an amended Capital Improvements Agreement.

There were no comments from the audience. After discussion, Mr. Dunn moved, seconded by Ms. Lewis to authorize the letter to Tulsa County Vision Authority, as recommended.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley

NAY: None

Motion carried: 5-0

**9. Consideration and appropriate action relating to an agreement for professional services to develop and maintain a website dedicated to Owasso Economic Development**

Chelsea Levo Feary presented the item recommending approval of a professional services contract with 365° Total Marketing of St. Simons Island, Georgia in an amount not to exceed \$28,000 for the design of an economic development website for Owasso and provide annual content management following implementation; and, authorization to execute all necessary documents.

There were no comments from the audience. After discussion, Mr. Bush moved, seconded by Mr. Dunn to approve the professional services contract and authorize the execution of all necessary documents as recommended.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley

NAY: None

Motion carried: 5-0

**10. Consideration and appropriate action relating to the purchase of a dump truck**

Tim Doyle presented the item recommending approval to purchase one 2019 International chassis with a HilBilt body dump bed from Summit Truck Group of Tulsa, Oklahoma, in the amount of \$169,011.31 per the State of Oklahoma approved vehicle contracts #SW035T and #SW106.

There were no comments from the audience. After discussion, Mr. Bonebrake moved, seconded by Ms. Lewis to approve the vehicle purchase, as recommended.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley  
NAY: None  
Motion carried: 5-0

**11. Consideration and appropriate action relating to a budget amendment for the re-appropriation of a carryover budget in FY 2018-2019 and awarding a bid for the Roadway Striping Project**

Tim Doyle presented the item recommending approval to re-appropriate \$72,445 from the FY 2017-2018 Half-Penny Sales Tax Fund to the FY 2018-2019 Half-Penny Sales Tax Fund and increase the FY 2018-2019 appropriation for expenditures in the Streets Division by \$72,445.

Mr. Doyle further recommended awarding the base bid and alternate #2, to Direct Traffic Control, Inc. of Muskogee, Oklahoma in the amount of \$105,872.50 and authorization to execute the necessary documents.

There were no comments from the audience. After discussion, Mr. Dunn moved, seconded by Mr. Bonebrake to approve the budget amendment, award the bid, and authorize the execution of documents, as recommended.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley  
NAY: None  
Motion carried: 5-0

**12. Consideration and appropriate action relating to an engineering services agreement for miscellaneous stormwater and erosion control projects**

Dwayne Henderson presented the item recommending approval of the Agreement for Engineering Services for Miscellaneous Stormwater and Erosion Control Projects with Meshek & Associates, LLC of Tulsa, Oklahoma, in an amount not to exceed \$50,000 and authorization for the Mayor to execute the necessary documents.

There were no comments from the audience. After discussion, Mr. Bush moved, seconded by Mr. Bonebrake to approve the agreement and authorize the Mayor to execute the necessary documents, as recommended.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley  
NAY: None  
Motion carried: 5-0

**13. Consideration and appropriate action relating to an agreement for utility relocation between the City of Owasso and Oklahoma Natural Gas (ONG) for the East 106th Street North and North 145th East Ave Intersection Improvement Project**

Dwayne Henderson presented the item recommending approval of the ONG Agreement for Gas Facilities Relocation; authorization for the City Manager to execute the agreement; and, authorization to terminate the agreement if revised estimates submitted by ONG become more than \$157,738 prior to commencement of construction and determined by the City Manager that the revised estimate no longer fits within the project budget.

There were no comments from the audience. Ms. Lewis moved, seconded by Mr. Bush to approve the agreement, authorize the execution of documents, and authorize termination of the agreement, as recommended.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley  
NAY: None  
Motion carried: 5-0

**14. Consideration and appropriate action relating to the award of a bid to provide uniforms and related accessories for various departments**

Roger Stevens presented the item recommending to award the bid to Unifirst Corporation of Tulsa, Oklahoma, to provide uniforms and accessories for Public Works, Recreation and

Culture, and Vehicle Maintenance Departments and authorization to execute all necessary documents.

There were no comments from the audience. After discussion, Mr. Dunn moved, seconded by Ms. Lewis to award the bid and authorize the execution of documents, as recommended.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley

NAY: None

Motion carried: 5-0

**15. Consideration and appropriate action relating to an agreement with Washington County Rural Water District #3 for utility relocation associated with the construction of Owasso Public Safety Operations and Training Complex (Fire Station No. 4)**

Roger Stevens presented the item recommending approval of the Utility Relocation Agreement with Washington County Rural Water District #3 in the amount of \$189,079 and authorization for the Mayor to execute the necessary documents.

There were no comments from the audience. After discussion, Mr. Bonebrake moved, seconded by Mr. Dunn to approve the utility relocation agreement and authorize the Mayor to execute the document, as recommended.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley

NAY: None

Motion carried: 5-0

**16. Consideration and appropriate action relating to the FY 2018-2019 Street Rehabilitation Program**

Roger Stevens presented the item recommending approval of the FY 2018-2019 Street Rehabilitation Program priority project sites.

There were no comments from the audience. After discussion, Mr. Dunn moved, seconded by Mr. Bonebrake to approve the project sites, as recommended.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley

NAY: None

Motion carried: 5-0

**17. Consideration and appropriate action relating to the purchase of an ambulance chassis and the refurbishment and remounting of an existing ambulance module**

Mark Stuckey presented the item recommending approval to purchase a Silverado/C-4500 chassis along with the refurbishment and remounting of an existing ambulance module from Excellence Manufacturing of Madison, Alabama, utilizing the Houston-Galveston Area Council (HGAC) of Governments Buy Program and authorization for payment in an amount not to exceed \$226,805.43.

There were no comments from the audience. After discussion, Mr. Bush moved, seconded by Mr. Dunn to approve the purchase and remount and authorize payment, as recommended.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley

NAY: None

Motion carried: 5-0

**18. Consideration and appropriate action relating to the purchase of a new ambulance**

Mark Stuckey presented the item recommending approval to purchase a new ambulance from Excellence Manufacturing of Madison, Alabama, utilizing the Houston-Galveston Area Council (HGAC) of Governments Buy Program and authorization for payment in an amount not to exceed \$328,884.78.

There were no comments from the audience. After discussion, Mr. Bonebrake moved, seconded by Mr. Dunn to approve the purchase and authorize payment, as recommended.  
YEA: Bonebrake, Bush, Dunn, Lewis, Kelley  
NAY: None  
Motion carried: 5-0

**19. Consideration and appropriate action relating to the U.S. Department of Homeland Security Staffing for Adequate Fire and Emergency Response (SAFER) Grant**

David Hurst presented the item recommending acceptance of the U.S. Department of Homeland Security Staffing for Adequate Fire and Emergency Response (SAFER) Grant award for the funding of an additional twelve Firefighter/Medics; and, authorization to execute all necessary grant award documents.

There were no comments from the audience. After discussion, Mr. Bush moved, seconded by Mr. Dunn to accept the grant and authorize the execution of documents, as recommended.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley  
NAY: None  
Motion carried: 5-0

**20. Consideration and appropriate action relating to the purchase of emergency medical equipment**

David Hurst presented the item recommending approval to purchase three (3) Zoll X-Series heart monitors, one (1) Zoll Auto Pulse, one (1) Zoll portable ventilator, and fourteen (14) Zoll AEDs in an amount not to exceed \$145,330.67 from Zoll Medical Corporation, utilizing the North Central EMS Corporation, SAVVIK Buying Group Program, AED Contract #2015-0011.

There were no comments from the audience. After discussion, Mr. Bush moved, seconded by Ms. Lewis to approve the purchase, as recommended.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley  
NAY: None  
Motion carried: 5-0

**21. Report from City Manager**

Mr. Lehr reported on the volunteer efforts during Owasso CARES Fall Day of Service held September 15, 2018; the passing of former Emergency Dispatcher, Connie McIntire; the Sales Tax Watchdog meeting on Monday September 24, 2018 at 6:30pm; and announced a farewell reception for Bronce Stephenson, Community Development Director.

**22. Report from City Attorney**

None

**23. Report from City Councilors**

None

**24. Official Notices to Council (documents for acknowledgment or information only, no discussion or action will be taken)**

The Mayor acknowledged receipt of the following:

- Payroll Payment Report – Pay Period Ending Date 09/01/18
- Health Care Self-Insurance Claims – dated as of 9/13/18
- Monthly Budget Status Report – August 2018

**25. New Business (New Business is any item of business which could not have been foreseen at the time of posting of the agenda)**

None

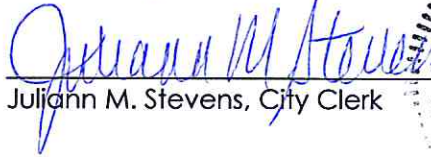
**26. Adjournment**

Mr. Bush moved, seconded by Mr. Bonebrake to adjourn the meeting.

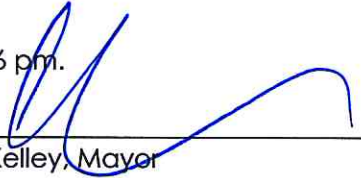
YEA: Bonebrake, Bush, Dunn, Lewis, Kelley

NAY: None

Motion carried: 5-0 and the meeting adjourned at 8:06 pm.

  
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Juliann M. Stevens, City Clerk



  
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Chris Kelley, Mayor