

OWASSO CITY COUNCIL

MINUTES OF REGULAR MEETING TUESDAY, OCTOBER 17, 2023

The Owasso City Council met in regular session on Tuesday, October 17, 2023, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma per the Notice of Public Meeting filed Friday, December 9, 2022; and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 1:00 pm on Friday, October 13, 2023.

1. **Call to Order** - Mayor Kelly Lewis called the meeting to order at 6:30 pm.
2. **Invocation** - The Invocation was offered by Associate Pastor Andrew Copley of Bible Church of Owasso.
3. **Flag Salute** – Vice Mayor Alvin Fruga led the flag salute.
4. **Roll Call** - A quorum was declared present.

Present	Absent
Mayor – Kelly Lewis	None
Vice Mayor – Alvin Fruga	
Councilor – Doug Bonebrake	
Councilor – Lyndell Dunn	
Councilor – Paul Loving	

Staff: City Manager - Warren Lehr / City Attorney - Julie Lombardi

5. **Consideration and appropriate action relating to the Consent Agenda. (All matters listed under "Consent" are considered by the Trustees to be routine and will be enacted by one motion. Any Trustee may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.)**
 - A. Approve minutes – October 3, 2023, and October 10, 2023, Regular Meetings
 - B. Approve claims
 - C. Accept public infrastructure improvements of two fire line taps and valves for a commercial development located at 9860 North 119th East Avenue, Reunion II at Owasso building 4, 5, and 6

Mr. Bonebrake moved, seconded by Mr. Fruga, to approve the Consent Agenda as presented, with claims totaling \$2,514,731.36.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

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 Fiscal Year 2023-2024 budget amendments for the re-appropriation of carryover funds from Fiscal Year 2022-2023**

Carly Novozinsky presented the item, recommending approval of the following FY 2024 budget amendments:

 - Increase the estimated revenues by \$60,862.84 and the appropriation for expenditures by \$4,521,348.32 in the General Fund
 - Increase the appropriation for expenditures in the Half-Penny Sales Tax Fund by \$13,640.00 for Fire, \$404,461.48 for Police, and \$2,003,593.00 for Streets
 - Increase the appropriation for expenditures in the Ambulance Service Fund by \$5,000.00
 - Increase the appropriation for expenditures in the E911 Fund by \$73,851.00
 - Increase the appropriation for expenditures in the Emergency Siren Fund by \$875,525.00
 - Increase the appropriation for expenditures in the Juvenile Court Fund by \$4,106.00
 - Increase the appropriation for expenditures in the Hotel Tax Fund by \$14,700.00
 - Increase the appropriation for expenditures in the Stormwater Management Fund by \$2,890,351.00
 - Increase the appropriation for expenditures in the Federal Grants Fund by \$2,323,734.46

There were no comments from the audience. After discussion, Mr. Bonebrake moved, seconded by Mr. Loving, to approve the budget amendments, as recommended.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0

8. Consideration and appropriate action relating to a contract for specific excess workers' compensation coverage

Jeff Atchison presented the item, recommending approval of a contract for coverage with Midwest Employers Casualty Company of Chesterfield, Missouri, authorization for payment in the amount of \$94,878.00, and authorization to execute all necessary documents. There were no comments from the audience. After discussion, Mr. Loving moved, seconded by Mr. Dunn, to approve the contract, authorize payment, and execute all necessary documents, as recommended.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0

9. Consideration and appropriate action relating to a contract for property-casualty insurance coverage

Jeff Atchison presented the item, recommending approval of a contract for coverage with Oklahoma Municipal Assurance Group of Edmond, Oklahoma, authorization for payment in the amount of \$192,504.00, and authorization to execute all necessary documents. There were no comments from the audience. After discussion, Mr. Bonebrake moved, seconded by Mr. Dunn, to approve the contract, authorize payment, and execute all necessary documents, as recommended.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0

10. Consideration and appropriate action relating to a contract for vehicle collision and liability insurance coverage

Jeff Atchison presented the item, recommending approval of a contract for coverage with Oklahoma Municipal Assurance Group of Edmond, Oklahoma, authorization for payment in the amount of \$33,179.00, and authorization to execute the necessary documents. There were no comments from the audience. Mr. Loving moved, seconded by Mr. Bonebrake, to approve the contract, authorize payment, and execute all necessary documents, as recommended.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0

11. Consideration and appropriate action relating to Ordinance 1215, approving a planned unit development (PUD) for Palmer 4-Plex and a rezoning request from Agriculture (AG) to Residential Neighborhood Mixed (RNX) - approximately 2.50 acres located west of North 97th East Avenue (Mingo Road) and East 102nd Street North, as referenced in Applications OPUD 23-06 and OZ 23-07

Alexa Beemer presented the item, recommending adoption of Ordinance 1215. There were no comments from the audience. After discussion, Mr. Loving moved, seconded by Mr. Bonebrake, to adopt Ordinance 1215, as recommended.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0

12. Consideration and appropriate action relating to Ordinance 1216, approving the closure of a fifteen-foot utility easement located within Lot 1 of the Amended Plat of Atchison, Topeka & Santa Fe located at 401 West 2nd Avenue

Wendy Kramer presented the item, recommending adoption of Ordinance 1216. There were no comments from the audience. Mr. Fruga moved, seconded by Mr. Dunn, to adopt Ordinance 1216, as recommended.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0

13. Consideration and appropriate action relating to bids received for the Fire Station No. 1 and Fire Station No. 2 Renovation Projects for doors, frames, and hardware

Arami Goldstein presented the item, recommending to award the bid to Builders Supply Inc., of Tulsa, Oklahoma, in an amount not to exceed \$163,000.00 and authorization to execute all necessary documents. There were no comments from the audience. Mr. Bonebrake moved, seconded by Mr. Loving, to award the bid, and authorize execution of all necessary documents , as recommended.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0

14. Consideration and appropriate action relating to the acquisition of right-of-way for the East 96th Street North and North 145th East Avenue Intersection Improvement Project

Roger Stevens presented the item, recommending authorization for payment in the amount of \$40,857.00 to Jerry and Sandra Burlile, for the acquisition of right-of-way and compensation for damages, located at 9621 North 145th East Avenue. There were no comments from the audience. After discussion, Mr. Dunn moved, seconded by Mr. Bonebrake, to authorize payment, as recommended.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0

15. Consideration and appropriate action relating to the acquisition of right-of-way and permanent easement for the East 106th Street North and North 129th East Avenue Intersection Improvement Project

Roger Stevens presented the item, recommending authorization for payment in the amount of \$155,469.00 to Janet A. Loffer; \$155,469.00 to Steven D. Loffer and Donna J. Loffer Revocable Trust; and \$155,470.00 to Michael R. Loffer for the acquisition of right-of-way and permanent easement, located at the northeast corner of East 106th Street North and North 129th East Avenue. There were no comments from the audience. Mr. Dunn moved, seconded by Ms. Lewis, to authorize payments, as recommended.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0

16. Consideration and appropriate action relating to the acquisition of right-of-way and permanent easement for the East 106th Street North and North 129th East Avenue Intersection Improvement Project

Roger Stevens presented the item, recommending authorization for payment in the amount of \$74,608.00 to Michael R. Loffer for the acquisition of right-of-way and permanent easement, located at 13109 East 106th Street North. There were no comments from the audience. Mr. Bonebrake moved, seconded by Mr. Dunn, to authorize payment, as recommended.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0

17. Report from City Manager

Warren Lehr reported on City events at Redbud Festival Park; the community household waste and recycle event, sponsored by the Metropolitan Environmental Trust (M.E.T.); and the community Trunk or Treat.

18. Report from City Attorney - None

19. Report from City Councilors - None

20. Official Notices - The Mayor acknowledged receipt of the following:

- Payroll Payment Report – Pay Period Ending Date October 7, 2023
- Health Care Self-Insurance Claims – dated as of October 12, 2023
- Monthly Budget Status Report – September 2023
- Oklahoma Department of Environmental Quality Permit No. SL000072230752 Sanitary Sewer Line for the Silo at Smith Farms Facility No. S-21309
- Oklahoma Department of Environmental Quality Permit No. WL000072230737 Water Line for Silo at Smith Farm Facility No. 1020418

21. New Business – None

*** Mayor Lewis recessed the City Council meeting at 7:09 pm, and reconvened the meeting at 7:17 pm ***

22. Consideration and appropriate action relating to a request for an executive session for the purpose of discussing the hiring and employment contract of Christopher Garrett for the position of City Manager as provided for in Title 25, O.S. § 307(B)(1)

Mayor Lewis presented the item. Mr. Bonebrake moved, seconded by Mr. Dunn, to enter into executive session.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAE: None

Motion Carried: 5-0

At 7:18 pm, Kelly Lewis, Paul Loving, Doug Bonebrake, and Lyndell Dunn entered into Executive Session.

At 7:20 pm, Alvin Fruga entered into the Executive Session.

At 7:31 pm, Chris Garrett entered into the Executive Session.

At 8:13 pm, Chris Garrett exited the Executive Session.

At 8:27 pm, Chris Garrett entered into the Executive Session.

At 8:31 pm, the City Council, and Chris Garrett exited executive session and returned to open session.

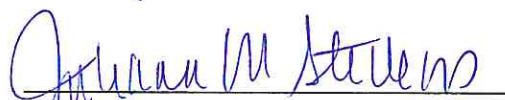
23. Adjournment

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

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0 and the meeting adjourned at 8:32 pm.



Juliann M. Stevens, City Clerk



Kelly Lewis, Mayor



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