

**City of Bixby
City Council Meeting
Minutes
City Hall Municipal Building
116 W Needles, Bixby, OK 74008
June 10, 2019 6:00 P.M.**

The agenda for the regularly scheduled meeting of the City Council of the City of Bixby was posted on the bulletin board at City Hall, 116 West Needles Avenue, Bixby, Oklahoma on June 7th, 2019 on or before 6:00 p.m.

Mayor Guthrie called the meeting to order at 6:03 p.m.

City Clerk Yvonne Adams called the roll and all members were present except Vice Mayor Easton.

Members Present

**Blair
Girard
Guthrie
Decatur**

Staff Present

**Jared Cottle, City Manager
Steve Oakley, City Attorney
Ike Shirley, Police Chief
Jason Mohler, Dev. Service Dir.
Marcae' Hilton, City Planner
Charles Barnes, Finance Dir.
Bea Aamodt, Public Works Dir.
Joey Wiedel, Fire Chief
Yvonne Adams, City Clerk**

PLEDGE OF ALLEGIANCE

Invocation was given by City Clerk Yvonne Adams.

**Mayor Guthrie said Item #1 on the Consent Agenda is:
CITY CLERKS REPORT**

Consider and approve:

- a) Minutes for the Regular City Council meeting dated 05/28/19.
- b) Minutes for the Regular City Council meeting dated 05/28/19.
- c) Discuss and/or approve the renewal of the service fee agreement for Enhanced Emergency Number (E-911) Services with Cox Communications.
- d) Consider and/or approve purchase order to EMSA for FY20 subsidy in the amount of \$289,089.

- e) Consider and/or take action on approval of Resolution No. 2019-14, formally re-adopting authorized and existing fees and preset fines charged by the City of Bixby, its agencies, boards and departments.
- f) Consider and/or approve annual maintenance with Tyler Technologies (INCODE) for FY-20 the amount of \$19,366.05 (General Fund's portion).
- g) Authorize the release of final payment for Automated Meter Reading Installation Project and accept into the City's infrastructure.
- h) Discuss and/or approve School Resource Officer (SRO) contract between the City of Bixby and Bixby Public Schools for the 2019-2020 school year.
- i) Discuss and/or take action on contract with Planning Design Group for a Town Center Master Plan and Feasibility Study.

Public comments are limited to items listed on the agenda.

Mayor Guthrie asked if there are any questions or amendments to the consent agenda. Mayor Guthrie asked to pull item "d" and would like some clarification on item "d". Councilor Blair asked for some clarification on item "g" and "I". Fire Chief Joey Wiedel gave Mayor Guthrie clarification on that item, Finance Director Charles Barnes gave clarification on item "e", Public Works Director gave clarification on item "g" and City Manager Jared Cottle gave clarification on item "I". Mayor Guthrie asked for a motion on the consent agenda with the exceptions of items "d and e". Councilor Blair made motion to approve, seconded by Councilor Girard. The vote was taken with the following results:

Carried 4-0

Yes: Blair, Girard, Decatur, Guthrie.

No: None.

Mayor Guthrie said item #1 on the Regular Agenda is:

Consider and/or approve FY20 budget including budget resolution.

Presented by: Charles Barnes

Finance Director Charles Barnes stated that we have a number of meetings with the department heads with council and a public hearing and we would like council's approval of the FY20 budget.

Mayor Guthrie asked for a motion on item #1. Councilor Decatur made motion to approve, seconded by Councilor Blair. The vote was taken with the following results:

Carried 4-0

Yes: Decatur, Blair, Girard, Guthrie.

No: None.

Mayor Guthrie said on Item #2 on the Regular Agenda is:

Request to approve Ordinance No. 2280 amending Title 5 entitled “Public Safety”, Chapter 2 entitled “Fire Department”, by adding a Section 5-2-4 entitled “Open Burning” providing for definitions, enforcement, general prohibitions, open burning, open pit incinerator, agricultural burns, bonfires, recreational/campfires, and penalties.

Presented by: Joey Wiedel

Fire Chief Joey Wiedel stated that we are look at Chapter 2 adding a Section 5-2-4 entitled “Open Burning”, this Ordinance will give us guidelines and enforcement powers to regulate open burning within the City and this does not dictate what happens outside the city on inside, also it will regulate safe burning practices. Joey stated that he would like to make some modifications within the ordinance.

Mayor Guthrie asked for a motion on item #2. Councilor Decatur made motion to approve with modification recommended by the Fire Chief, seconded by Councilor Girard. The vote was taken with the following results:

Carried 4-0

Yes: Decatur, Girard, Blair, Guthrie.

No: None.

Mayor Guthrie said on Item #3 on the Regular Agenda is:

Action includes of possible approval of Ordinance No.2280, with separate approval of an emergency clause.

Presented by: Joey Wiedel

Mayor Guthrie asked for a motion on item #3. Council Decatur made motion to approve, seconded by Mayor Guthrie. The vote was taken with the following results:

Carried 4-0

Yes: Decatur, Guthrie, Girard, Blair.

No: None.

Mayor Guthrie said on Item #4 on the Regular Agenda is:

Consider, discuss and approve Ordinance No. 2282, AN ORDINANCE AMENDING TITLE 11 OF THE BIXBY CITY CODE, ENTITLED “ZONING REGULATIONS”, CHAPTER 2 ENTITLED “DEFINITIONS”, BY ADDING DEFINITIONS OF “AGRICULTURAL EVENT CENTER”, “COMMUNITY CENTER”, “COMMERCIAL EVENT CENTER”, “EVENT”, AND “NOT AN EVENT”; CHAPTER 9 ENTITLED “USE UNITS”, BY ADDING “REQUIREMENTS AND STANDARDS”, TO 11-9-5 “USE UNIT 5 COMMUNITY SERVICES AND SIMILAR USES.

Presented by: Marcae' Hilton

City Planner Marcae' Hilton stated that we have talked about this item a couple of times in work session and city council, I sent a new memo out on June 6 highlighting the ordinance itself. Marcae' continued to give council a brief update as to what the changes were done from the last time in this ordinance.

Mayor Guthrie asked for a motion on item #4. Councilor Decatur made motion to approve, seconded by Councilor Blair. The vote was taken with the following results:

Carried 4-0

Yes: Decatur, Blair, Girard, Guthrie.

No: None.

Mayor Guthrie said on Item #5 on the Regular Agenda is:

Action includes of possible approval of Ordinance No.2282, with separate approval of an emergency clause.

Presented by: Marcae' Hilton

Mayor Guthrie asked for a motion on item #5. Councilor Decatur made motion to approve, seconded by Councilor Blair. The vote was taken with the following results:

Carried 4-0

Yes: Decatur, Blair, Girard, Guthrie.

No: None

Mayor Guthrie said on Item #6 on the Regular Agenda is:

Discussion and possible action on a proposed amendment to a zoning district in the City of Bixby, BXZO-19.07, AG (Agriculture) to RMH (Residential Mobile Home), to correct zoning to match historical use, in Section 25, Township 17 North and Range 13 East in the City of Bixby, OK, general location: East of 16619 S Memorial Drive, east of Memorial and North of 171ST.

Presented by: Marcae Hilton

Others that spoke: Jerry Perez 17216 S. 92nd E. Ave., Gregory Pitman 12012 S. 8th St. Jenks, OK

City Planner Marcae Hilton stated that this item is what I would call a cleanup item, Marcae' stated that the applicant requested a recommendation of approval of a proposed amendment to a zoning district in the City of Bixby BXZO-19.07, to correct zoning to match historical use. Marcae' stated that Staff and Planning Commission recommend approval of this item the owner and applicant are available if you have any additional questions.

Discussion continued on this item.

Gregory Pitman 12012 S. 8th Street clarified some question council had on this item.

Jerry Perez 17216 S. 92nd E. Ave, gave public comments.

Mayor Guthrie asked for a motion on item #6. Councilor Decatur made motion to approve, seconded by Mayor Guthrie. The vote was taken with the following results:

Carried 3-1

Yes: Decatur, Guthrie, Blair.

No: None.

Abstain: Girard.

Mayor Guthrie said on Item #7 on the Regular Agenda is:

Discuss and/or take action on awarding contract to Native Plains Contracting for the South Bixby Drainage Pads, a 2016 Bond Project located near 168th & Mingo; Native Plains Contracting submitted the lowest and best bid of \$367,516.97.

Presented by: Jason Mohler

Others that spoke: Jerry Perez 17216 S. 92nd E. Ave

Development Service Director Jason Mohler stated that item #7 is the approve of Native Plains Contracting for the South Bixby Drainage Pads for the lowest and best bid of \$367,516.97, Jason stated that this is a 2016 Bond Project. Jason gave council a brief outline of the project, asked for approve of awarding the bid to Native Plains Contracting.

Jerry Perez 17216 S. 92nd E. Ave gave public comments.

Mayor Guthrie asked for a motion on item #7. Councilor Blair made motion to approve, seconded by Councilor Decatur. The vote was taken with the following results:

Carried 3-1

Yes: Blair, Decatur, Girard.

No: None.

Abstain: Guthrie.

Mayor Guthrie said on Item #8 on the Regular Agenda is:

Discuss and/or take action on Change Order No. 2 for meter reading hardware and software for AMR Project.

Presented by: Bea Aamodt

Public Works Director Bea Aamodt stated that this is just housekeeping Change Order No. 2 we added some software to help with the assisting the handheld units to do the GPS with the new AMR meters.

Mayor Guthrie asked for a motion on Item #8. Councilor Decatur made motion to approve, seconded by Councilor Blair. The vote was taken with the following results:

Carried 4-0

Yes: Decatur, Blair, Girard, Guthrie.

No: None.

Mayor Guthrie said on Item #9 on the Regular Agenda is:

City Manager's Report

- Landfill Days at Quarry Landfill will be for June 14-15 and June 21-22, Fridays will be from 6:00 am-5:30 pm, and Saturday from 7:00 am to 1:00 p.m. also Tulsa Green Waste Site open to the residents for brush and trees.
- Farmers Market will be at the Charley Young Event Park at 8:00 am to 11:00 am
- Touch- a- Truck will be and Movies in the Park will be June 22.
- Fountains at Charley Young Event Park will be back on later this week, and the Splash Pad up and running at the Bentley by the end of the week ask well.
- Taste of Bixby is July 25th at the Charley Event Park.
- Councilor Paul Blair stated that wanted to give appreciation to City Manager and his team during the flooding, and personally thank Mayor Guthrie and everyone involved. Jared thanked Councilor Blair and we do have a great team. Councilor Girard wanted to give a personal thanks to Mayor Guthrie and Vice Mayor Easton for their leadership for our community, and for their resources mobilization during that time and it was 100% above and beyond, thank you.
- Green Corn Festival June 27, 28, and 29th and Freedom Fest as well.
- Downtown Street Scape will not interfere with the Green Corn Festival.

Mayor Guthrie said on Item #10 on the Regular Agenda is:

New Business

There being none.

Adjournment was called at 7:01 pm.

MAYOR

ATTEST

CITY CLERK

BIXBY PUBLIC WORKS AUTHORITY MEETING
Board of Trustees
Municipal Building
Minutes
116 W. Needles, Bixby, OK 74008
June 10, 2019 6:00 P.M.
Time: 6:00 P.M. or immediately Following the City Council Meeting

The agenda for the regularly scheduled meeting of the City Council of the City of Bixby was posted on the bulletin board at City Hall, 116 West Needles Avenue, Bixby, Oklahoma on June 7th, 2019 on or before 5:00 p.m.

Mayor Guthrie called the Bixby Public Works Authority Meeting to order at 7:01 p.m. All members were present except Vice Mayor Easton.

Members Present

Blair
Girard
Guthrie
Decatur

Staff Present

Jared Cottle, City Manager
Steve Oakley, Attorney
Charles Barnes, City Treasurer
Marcae' Hilton, City Planner
Jason Mohler, Development Serv.
Bea Aamodt, PW Director
Ike Shirley, Police Chief
Yvonne Adams, City Clerk

Mayor Guthrie said Item #1 on the BPWA Consent Agenda is:

CITY CLERKS REPORT

Consider and approve:

- a) Minutes for the Bixby Public Works Authority meeting dated 05/28/19.
- b) Consider and/or approve annual maintenance with Tyler Technologies (INCODE) for FY-20 in the amount of \$20,002.75 (BPWA's portion).

Mayor Guthrie asked for a motion on the consent agenda Councilor Blair motion to approve with seconded by Councilor Decatur. The vote was taken with the following results.

Carried 4-0

Yes: Blair, Decatur, Girard, Guthrie.
No: None.

Mayor Guthrie said on Item #1 on the Regular BPWA agenda is:
Consider and/or approve FY20 budget including budget resolution.

Presented by: Charles Barnes

Mayor Guthrie asked for a motion item #1. Councilor Decatur made motion to approve, seconded by Councilor Blair. The vote was taken with the following results:

Carried 4-0
Yes; Decatur, Blair, Girard, Guthrie.
No: None

Mayor Guthrie said on Item #2 on the Regular BPWA agenda is:
New Business

Public Works Director Bea Aamodt that we had a waterline break at 112th & Mingo last Friday and it is one of our main lines that feeds our booster pump station at Mingo. Bea stated that repairs need to be done, we repaired it at the point repair and we realized there was another break right under the creek. Bea stated that we went and got emergency quotes and we would provide the materials and we have four (4) contractor to provide quotes from R.L. Hensley, McGuire Brothers, Ira Green and Tri-Star with the lowest price from R.L. Hensley and that is for labor to lower and install the waterline, and would recommend that R. L. Hensley lower the waterline.

Mayor Guthrie asked for a motion to approve R. L Hensley in the amount of \$29,400 for emergency operations at 112th & Mingo for water line repair. Councilor Blair made motion to approve, seconded by Councilor Girard. The vote was taken with the following results:

Carried 4-0
Yes: Blair, Girard, Decatur, Guthrie.
No: None.

Adjournment was called at 7:07 p.m.

MAYOR

ATTEST

CITY CLERK