

**City of Bixby
City Council Meeting
Minutes
City Hall Municipal Building
116 W Needles, Bixby, OK 74008
April 27, 2020 6:00 P.M.
Council members met by teleconference**

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 April 24th on or before 6:00 p.m.

Mayor Guthrie called the meeting to order at 6:00 p.m.

City Clerk Yvonne Adams called the roll and all members were present.

Members Present

**Blair
Girard
Guthrie
Easton
Crawford**

Staff Present

**Jared Cottle, City Manager
Steve Oakley, City Attorney
Jason Mohler, Dev. Service Dir.
Joey Wiedel, Fire Chief
Ike Shirley, Police Chief
Yvonne Adams, City Clerk**

Invocation was given by Yvonne Adams.

**APPOINTMENT OF RYAN CRAWFORD TO FILL THE VACANCY IN WARD 5 (BIXBY CHARTER, SECTION 2.9).
MAYOR GUTHRIE**

Mayor Guthrie asked for a motion on the appointment of Ryan Crawford to fill vacancy in Ward 5. Mayor Guthrie made motion, seconded by Councilor Blair. The vote was taken with the following results:

Carried 4-0

Yes: Guthrie, Blair, Girard, Easton.

No: None.

**ADMINISTRATION OF THE OATH OF OFFICE TO RYAN CRAWFORD, AS COUNCIL MEMBER FROM WARD 5.
MAYOR GUTHRIE**

Mayor Guthrie gave the oath of office to Councilor Ryan Crawford as council member from Ward 5.

ELECTION OF A MAYOR AND VICE MAYOR, PURSUANT TO BIXBY CHARTER SECTION 2.2 (a).

Mayor Guthrie asked for a motion on Mayor. Vice Mayor Easton made motion to elect Mayor Guthrie for Mayor, seconded by Councilor Blair. The vote was taken with the following results:

Carried 5-0

Yes: Easton, Blair, Girard, Crawford, Guthrie.

No: None.

**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 04/13/2020.
- b) Consider and/or approve 2020-2021 Oklahoma Municipal League service Fees in the amount of \$8,950.25 (City portion).
- c) Consider and/or approve professional service agreement and purchase order to Crawford and Associates for FY-20 Financial Statement preparation and accounting assistance as needed in the amount of \$25,000 (General Fund portion).
- d) Consider and approve annual renewal for DTN weather/lighting alerts for City staff and sports groups to monitor threatening weather for events. Sole source vendor and funds will come from Park Budget 5-10-8376 in the amount of \$5,604.00. Partial cost will be shared with sports groups.
- e) Request to approve Resolution No. 2020-9 extending the time to acquire a 2020-2021 restaurant permit to October 1, 2020, without late penalty.
- f) Discuss and/or take action on Memorandum of Understanding with Bixby Public Schools as Building Lease Agreement for 2 East 151st Street.
- g) Discuss and/or take action contract with HISINC, LLC for the Haikey Creek Project LOMR submittal to FEMA and corresponding review fees to be paid to FEMA.
- h) Request to enter lease agreement with J&P Ventures LLC, (Cross Creek) for the purpose of additional storage capacity and COVID-19 preparations. Not to exceed \$1400.00 per month, total of \$16,800.00 for one year term.

Public comments are limited to items listed on the agenda.

Those wishing to speak on agenda items will need to appear in the City Council Chambers.

Mayor Guthrie asked if there are any questions or amendments to the consent agenda. Councilor Blair asked for some clarification on item "d" & "h", Parks Director John Wood and Deputy Fire

Chief Marc Kutz gave some details regarding item on the items in regard. Councilor Blair made motion, seconded by Councilor Girard The vote was taken with the following results:

Carried 4-0

Yes: Blair, Girard, Easton, Guthrie.

No: None.

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

Consider and take any necessary action related to Resolution 2020-7, Ordinance No. 2304, or the April 13th, 2020 Emergency Proclamation and Executive Order.

Presented by: Mayor Guthrie

Mayor Guthrie stated that the proclamation was a shelter in place until April 30th is this something you would like to lift immediately or let it expires on the April 30th.

Discussion continued.

No action taken.

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

Ordinance No. 2305 amending Ordinance No. 2304 to amend or modify provisions of Ordinance No. 2304 to parallel Governor Stitt's orders regarding the phased opening of businesses and other matters related to the Covid-19 virus: and declaring an emergency.

Presented by: Steve Oakley

Others that spoke: Dustin Hinds 82502 E. 111th St South Bixby

Dusting Hinds 82502 E. 111th St South Bixby made public comments.

Mayor Guthrie asked for a motion on item #2. Councilor Crawford made motion to approve, second by Councilor Girard. The vote was taken with the following results:

Carried 5-0

Yes: Crawford, Girard, Blair, Easton, Guthrie.

No: None.

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

Request to approve Emergency Clause for amendment to Ordinance 2305.

Presented by: Steve Oakley

Mayor Guthrie asked for a motion on item #3. Vice Mayor Easton made motion, seconded by Councilor Blair. The vote was taken with the following results:

Carried 5-0

Yes: Easton, Blair, Crawford, Girard, Guthrie.

No: None.

Mayor Guthrie said on Item #4 on the Regular Agenda.

Consider, discuss and approve Ordinance No. 2303, amending Bixby City Code Title 11, titled "ZONING REGULATIONS"; Chapter 9, titled "Use Units"; regarding Signage Language in Use Unit 21 Business Signs and Outdoor Advertising, Item H, Noncommercial Signs; and adding Item J, Sports Facility Sponsorship Signs.

Presented by: Jason Mohler

This item was continued

Mayor Guthrie said on Item #5 on the Regular Agenda.

Action includes second reading and/or possible approval of Ordinance No. 2303 for ZONING REGULATIONS, with separate approval of an Emergency Clause.

Presented by: Jason Mohler

This item was continued.

Mayor Guthrie said on Item #6 on the Regular Agenda.

Discussion and possible action on the Revised Preliminary Plat for *Estates at Conrad Village (BXPT-19.03 Conrad Village)*, applicant | Tanner Consulting, 43.847 Acres, Seventy-eight (78) Lots, Five (5) Blocks and Five (5) Reserves areas, on an undeveloped parcel for a Single-family residential development, in Section 23, Township 17 North, and Range 13 East, general location: less than ¼-mile south of 151st Street and east of Sheridan

Presented by: Jason Mohler

Others that spoke: Rickey Jones 5323 S. Lewis Ave Tanner Consulting (teleconference), Mike David (teleconference).

Development Services Director Jason Mohler stated that this item is a revision of a Preliminary Plat that was approved in April 2019 and it is called Estates at Conrad Village. Jason provided council with a presentation of the revision of plat for council to review, Jason continued to give council some updated information on the Preliminary Plat and more background information.

Rickey Jones 5323 S. Lewis Ave, Tanner Consulting stated that the original PUD set forth the density and the number of lots and we are working within that. Rickey continued to give council more background information on this particular project. Rickey stated that we are just bringing the plat back that is before you tonight.

Mayor Guthrie asked for a motion on item #6. Mayor Guthrie stated that item #6 fails for lack of motion.

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

Discuss and/or take action on awarding contract to Tri-Star Construction, LLC for the Roadway Reconstruction East 131st Street South between Mingo Road and Garnett Road; Tri-Star Construction submitted the lowest and best bid of \$176,063.45.

Presented by: Bea Aamodt

Public Works Director Bea Aamodt stated that this project is a completion of levee project that was part of Haikey Creek Visison2025 project funding. Bea continued to provide a presentation to council with some background of the project for their review. Bea stated that there were six contractors that submitted bids and she read each one of the bid amounts with Tri-Star Construction submitting the lowest and best bid of \$176,063.45, and we would like to ask for your approval.

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

Carried 5-0

Yes: Blair, Crawford, Girard, Easton, Guthrie.

No: None.

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

Discuss and/or approve Change Order #2 for the Bixby Water Reclamation Facility upgrading the drainage structures and adding 30 days to the project time; change order amount is \$182,881.81.

Presented by: Bea Aamodt

Public Works Director Bea Aamodt gave council a presentation of the Bixby Water Reclamation Facility for upgrading the drainage structures and would be adding 30 days to the project time.

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

Carried 5-0

Yes: Blair, Crawford, Girard, Easton, Guthrie.

No: None.

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

Discuss and/or take action on Traffic Calming proposal from the Twin Creeks HOA.

Presented by: Jared Cottle

Others that spoke: Mike David via teleconference

City Manager Jared Cottle stated that a while back the citizens of Twin Creeks with a proposal for speed humps as well as cross walks. Jared stated that we have Mr. Mike David to join the

meeting to speak on behalf of the HOA, also I put in your packet the information that they submitted to the city of their plans and locations and staff internally has taken a look at their information. Jared stated that they are looking at two locations and a number of crosswalks, and I have put before you the plan and would like to get any feedback from you.

Mike David via teleconference stated that since our neighborhood has been developed this has been a topic of conversation to reduce the speed on 91st. Mr. David continued to give council some background information on the proposed plan and why this is needed.

Discussion continued.

Mayor Guthrie asked for a motion on item #9. Vice Mayor Easton made motion to approve, seconded by Councilor Blair. The vote was taken with the following results:

Carried 5-0

Yes: Easton, Blair, Crawford, Girard, Guthrie.

No: None.

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

City Manager's Report

- As we move into the next Phases of reopening and staying in line with the Governor's recommendation we will be resuming court on May 28th and on May 1st City Hall will remain closed but will have appointments only, Jared stated that we are not closed but we still have limitation on gatherings, city parks are still open however the playground equipment will remain closed and anything that requires periodic sanitation and multiple times usage and we will continue to update as time moves forward. Jared stated that we are in Phase 1 we will still continue with the teleconference with city council meetings format, and will remain with appointment only with the drop off window still in use for now.

Mayor Guthrie said on Item #11 on the Regular Agenda:

New Business

There being none.

Adjournment was called at 8:15 pm.

MAYOR

ATTEST

CITY CLERK

BIXBY PUBLIC WORKS AUTHORITY MEETING

Board of Trustees

Municipal Building

Minutes

116 W. Needles, Bixby, OK 74008

April 27, 2020 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 April 24th, 2020 on or before 5:00 p.m.

Mayor Guthrie called the Bixby Public Works Authority Meeting to order at 8:15 p.m. All members were present.

Members Present

Blair

Girard

Easton

Guthrie

Crawford

Staff Present

Jared Cottle, City Manager

Steve Oakley, City Attorney

Jason Mohler, Dev. Service

Ike Shirley, Police Chief

Joey Wiedel, Fire 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 04/13/2020.
- b) Consider and/or approve 2020-2021 Oklahoma Municipal League service Fees in the amount of \$8,950.26 (BPWA portion).
- c) Consider and/or approve professional service agreement and purchase order to Crawford and Associates for FY-20 Financial Statement preparation and accounting assistance as needed in the amount of \$25,000 (BPWA portion).

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

Carried 5-0

Yes: Girard, Blair, Crawford, Easton, Guthrie.

No: None

Mayor Guthrie said on Item #1 on the Regular BPWA agenda is:
New Business

There being none.

Adjournment was called at 8:16 p.m.

MAYOR

ATTEST

CITY CLERK