City of Bixby
City Council Meeting
Minutes
City Hall Municipal Building
116 W Needles, Bixby, OK 74008
May 11, 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 May 8th on or before 6:00 p.m.

Mayor Guthrie called the meeting to order at 6:01 p.m.

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

Members Present	**Staff Present**
Blair	**Jared Cottle, City Manager**
Girard	**Steve Oakley, City Attorney**
Guthrie	**Jason Mohler, Dev. Service Dir.**
Easton	**Joey Wiedel, Fire Chief**
Crawford	**Ike Shirley, Police Chief**
	Bea Aamodt, Public Works Dir.
	Yvonne Adams, City Clerk

Invocation was given by Yvonne Adams.

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

Consider and approve:

a) Minutes for the Special City Council meeting dated 04/24/2020.
b) Minutes of the City Council Regular meeting minutes dated 04/27/2020.
c) Resolution Number 2020-10, providing for the annual renewal, ratification and reaffirmation, in Fiscal Year 2020-2021, of a certain Security Agreement between the City of Bixby and the Bixby Public Works Authority, dated November 30, 2017.
d) Consider and/or approve re-adoption of the City of Bixby City Council Handbook originally adopted March 30, 2015.
e) Discuss and/or approve the Proclamation of the National Police Officer Week 2020.

f) Discuss and/or approve the continuance of the existing contract with Alliance Maintenance who provides janitorial services for City Hall at a cost of $1,760 monthly. No charges to the contract or pricing.
g) Discuss and/or approve $35,000 to purchase pipe for Stormwater upgrades for the Bixby Water Reclamation Facility.
h) Approve renewing mowing contract with BOCA Outdoors for Fiscal year 2021 to mow right-of-way.
i) Approve renewing mowing contract with Precision Fencing for Fiscal Year 2021 to mow Fry Creek channels, Bixby Creek channel, and right-of-way.
j) Approve renewing mowing contract for Fiscal Year 2021 to mow Bixby Cemetery.
k) Approve renewing mowing contract with Prodigy Lawn and Care for Fiscal Year 2021 to mow right-of-way.
l) Discuss and/or approve Change Order No. 1 for the 2016 Bond Bentley Park Improvements Project: Change Order amount is $25,840.

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 “f” & “l”, Councilor Girard asked for some clarification on item “d”. City Manager Jared Cottle and Public Works Director Bea Aamodt gave council some details on item’s “f & “l” Finance Director Charles Barnes gave some details regarding item on the items in regard.   Councilor Blair made motion, Vice Mayor Easton. The vote was taken with the following results:

Carried 5-0
Yes: Blair, Easton, Crawford, Girard, Guthrie.
No: None.

Mayor Guthrie said item #1 on the Regular Agenda is:
Public hearing to receive input on the Fiscal Year 2021 Budget.

Presented by: Charles Barnes

Finance Director Charles Barnes gave council shared his screen regarding the proposed Budget that is for public hearing and asked if there were any questions regarding the Fiscal Year 2021 budget.

Mayor Guthrie stated that we are closing the public portion of the public hearing for input of the budget.

No action taken.

Mayor Easton said on Item #2 on the Regular Agenda is:
Discussion and possible action to enter into a contract with CBEW for the Fiscal Year 2020 audit for the first year of a three year commitment in the amount of $9,200 (General Fund portion).

Presented by: Charles Barnes

Finance Director Charles Barnes stated that based on a request last spring that we take a FRP (request for proposal) this year and I submitted an audit request to eight firms and two of those were interested but preferred to stay with schools which is their specialty so they did not provide a quote, also three other firms didn't respond and one wasn't taking new clients so that left me with two proposals from CBEW and HSPG & Associates. Charles stated that he asked some questions and CBEW proposal was much more detailed and lowest and best proposal. Charles stated that he recommends CBEW.

Discussion continued.

Mayor Guthrie asked for a motion on item #2. Councilor Blair made motion to approve, second 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 #3 on the Regular Agenda is:
Request to approve Ordinance Number 2306 approving the Petition for Annexation filed by **Rowan Grove, L.L.C**, for a tract of land that is part of the North Half of Government Lot One, and part of the North Half of the Northwest Quarter of section 7, Township 17 North, Range 14 East of the Indian Base and Meridian, Tulsa County, State of Oklahoma, According to the United States Government survey thereof.

Presented by: Steve Oakley
Others that spoke: Jason Mohler, Development Services Director

City Attorney Steve Oakley stated that with this property there is a strip that the city already owns and it would be bringing in that strip and a parcel north and south and is petition by Rowan Grove and would like for it to be annexed into the city.

Jason Mohler Development Services Director gave council detail from a development stand point with a map in the presentation for council to review of the proposed property. Jason stated that it is within the fence line, it is with the area that was studied with our recent compensation plan, so annexation of this property makes good sense to staff.

Discussion continued.

City Attorney Steve Oakley stated that this is a first reading of this item, and it needs an emergency clause so it will come back on the next meeting.

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.
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 Tanner Consulting 5323 S. Lewis Ave

Development Services Director Jason Mohler stated that this item was on the April 27 agenda and no action was taken at that time and as requested by the applicant this item is brought back before you tonight. Jason stated that he would like to show you some updates with a presentation that has happened since our last meeting, Jason continued to give council some overview of the item

Ricky Jones Tanner Consulting stated that after the last city council meeting where no action was taken we worked with staff to try and come up with a lay out that maybe more comfortable for the city council. Rickey continued to give council the updated version with staff and others and worked out several different versions and that's the one you should have before you.

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

Carried 3-2
Yes: Crawford, Easton, Guthrie.
No: Girard, Blair.

Mayor Guthrie said on Item #5 on the Regular Agenda.
City Manager's Report

- We don’t have any events yet we are still in Phase 1 of the reopening, we will resume court later this month with guidelines.

Mayor Guthrie said on Item #6 on the Regular Agenda.
New Business
There being none.

Adjournment was called at 7:04 pm.

MAYOR

ATTEST

CITY CLERK

BIXBY PUBLIC WORKS AUTHORITY MEETING
Board of Trustees
Municipal Building
Minutes
116 W. Needles, Bixby, OK 74008
May 11, 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 May 8th, 2020 on or before 5:00 p.m.

Mayor Guthrie called the Bixby Public Works Authority Meeting to order at 7:04 p.m. All members were present.

Members Present	**Staff Present**
Blair	**Jared Cottle, City Manager**
Girard	**Steve Oakley, City Attorney**
Easton	**Jason Mohler, Dev. Service**
Guthrie	**Ike Shirley, Police Chief**
Crawford	**Joey Wiedel, Fire Chief**
	Bea Aamodt, Public Works Dir.
	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 04/27/2020.
b) Discuss and/or approve renewing contract with Dunn-Right Cleaning Service, Inc. to provide Janitorial Services for Dawes Building at cost of $1,045/month.

Mayor Guthrie asked for a motion on the consent agenda. Vice Mayor Easton made 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 #1 on the Regular BPWA agenda is:
Discussion and possible action to enter into a contract with CBEW Professional Group for the Fiscal 2020 audit for the first year of a three year commitment in the amount of $9,200 (General Fund portion).

Presented by: Charles Barnes

Finance Director stated that on the agenda item it should be BPWA portion instead of General Fund.

Mayor Guthrie asked for a motion on item #1. Councilor Blair made motion to approve, seconded by Councilor Crawford.

Carried 5-0

Yes: Blair, Crawford, Girard, Easton, Guthrie.
No: None.

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

New Business

There being none.

Adjournment was called at 7:06 p.m.

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MAYOR

ATTEST

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CITY CLERK