

**City of Bixby
City Council Meeting
Minutes
City Hall Municipal Building
116 W Needles, Bixby, OK 74008
May 26, 2020 6:00 P.M.
Council members met by videoconference**

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 22nd 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

**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
Bea Aamodt, Public Works Dir.
John Wood, Parks Director
Charles Barnes, Finance 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 of the City Council Regular meeting minutes dated 05/11/2020.
- b) Consider and/or approve re-adoption of the City of Bixby City Council Handbook originally adopted March 30, 2015.
- c) Consider and/or approve purchase order to Oklahoma Municipal Assurance Group for renewal of City's property insurance in the amount of \$43,237.68 (City portion of total bill).
- d) Consider and/or approve purchase order to Oklahoma Municipal Assurance Group of renewal of City's general liability and automobile insurance in the amount of \$69,055.86 (City's portion of total bill).

- e) Discuss and/or approve allowing citizens the ability to discharge fireworks on Friday July 3rd, Saturday July 4th and Sunday July 5th between the hours of 3:00 p.m-11:00 p.m.
- f) Discuss and/or approve the purchase of a Holmatro Combi Extrication tool from Conrad Fire Equipment not to exceed \$10,684.08.
- g) Consider and approve the agreement between The City of Bixby and Bixby Public Schools for agronomy maintenance of Bixby High School Soccer Field. In the amount \$5,400.00 for agronomy maintenance plus an Initial, One-time conditioning fee of \$455.00.
- h) Discuss and/or approve renewal Memorandum of Understanding with The Indian Nations Council of Government in the amount of \$4,343.
- i) Approve Temporary Easement Agreement for construction of 121st & Mingo Road Intersection Widening Project.
- j) Discuss and/or approve the purchase of a 70" Sharp Aquas Board Interactive Display System from R.K. Black, Inc. not to exceed \$4,890.00.
- k) Consider and/or approve purchase order to Emergency Medical Service Authority for Fiscal 2021 subsidy in the amount of \$298,414.
- l) Discuss and/or approve the surplus of a 2008 Zodiac inflatable boat.
- m) Authorize waiver of Permit and Plan Review fees for the Bixby Public Schools Projects at the Central Elementary, Central Intermediate and North Elementary & Intermediate Campuses.
- n) Discuss and/or take action on purchasing materials at Tulsa County bid prices for the Roadway Reconstruction East 131st Street South between Mingo Road and Garnett Road; estimated cost of materials is \$75,000.
- o) Consider and/or approve Worker's Compensation Insurance renewal for Fiscal 2021 in the amount of \$198,052.30 (City portion of total bill).

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 "e" "g" and "n". Councilor Blair asked proposed a different time change for the display of fireworks, Fire Chief Joey Wield and Police Chief Ike Shirley gave clarification on that item, and this item will be vote on separately. Item "g" was clarified by Parks Director John Wood and Item "n" was given clarification by Bea Aamodt Public Works director and City manager Jared Cottle Councilor Blair made motion to approve with the exception of "b", seconded by Councilor Crawford. The vote was taken with the following results:

Carried 5-0

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

Item “e”

Mayor Guthrie asked for a motion on item “e”. Councilor Blair made motion to have the start date at 12 noon and Sunday end time at 10:00 p.m., seconded by 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:

Consider and take action on resumption of all municipal Court Case appearance June 25, 2020.

Presented by: Phil Frazier

City Prosecutor Phil Frazier stated that we would like to resume our municipal court as soon as possible and the Supreme Court continues to put out different mandates and as of now we can begin to resume our municipal Court on June 25, 2020 and asking the council to approve this date.

Discussion continued.

Mayor Guthrie asked for a motion on item #1. 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 Easton said on Item #2 on the Regular Agenda is:

Consider and take action on adopting an amnesty opportunity for all citizens presently charged with Municipal Code Violations in the City of Bixby, who wish to dispose of the violation prior to June 25, 2020.

Presented by: Phil Frazier

City Prosecutor Phil Frazier stated that we have discussed this item with the Judge and the clerk and with staff, we have contemplated with your approval to give an amnesty to anyone that wants to take advantage of it. Phil continued to give council detail and what the amnesty program would be.

Discussion continued.

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

Carried 5-0

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

No: None.

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

Discussion on resuming in person City Council meetings and date to resume the same.

Presented by: Mayor Guthrie

Mayor Guthrie stated that he wanted to discuss when we thought council would be ready to resume in person council meetings.

Discussion continued.

This item will be brought back later.

No action taken on this item.

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

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

City Attorney Steve Oakley stated that you approved this item at your last meeting and this is a second reading of the ordinance with the approval of the next item which is the emergency clause to become effective immediately.

Mayor Guthrie asked for a motion on item #4. Councilor Blair made motion to approve, seconded by 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 on Item #5 on the Regular Agenda.

Request to approve Emergency Clause for Ordinance Number 2306 after having had a second reading.

Presented by: Steve Oakley

Mayor Guthrie asked for a motion on item #5. 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 #6 on the Regular Agenda.

Discussion and possible approval of Bixby Plat-18.05, Conditional Final Plat for **Pine Valley Addition** blocks 12-13, 31.744 Acres, Forty (40) Lots, Two (2) Blocks, with one (1) Reserve Area, an undeveloped parcel for the purpose of residential development, in Section Sixteen (16), Township Seventeen (17) North, and Range Thirteen (13) East, located south and east of the Southeast Corner of 141st Street South and Harvard Ave.

Presented by: Jason Mohler

Others that spoke: Erik Enyart Tanner consulting 5323 S. Lewis Ave Tulsa, Ok

Development Services Director Jason Mohler stated that this is the last phase of the Pine Valley subdivision which is located just east of Harvard and south of 141st. Jason stated that the Planning Commission heard this item last Monday and approved it by a vote of 4-0.

Erik Enyart Tanner Consulting gave council some detail information regarding this item.

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

Carried 4-1

Yes: Crawford, Easton, Blair, Guthrie.

No: Girard.

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

Discussion and possible approval of *Bixby Planned Unit Development-20.03 MI76*, Minor Amendment #3 of Planned Unit Development for *Scenic Village Park (Planned Unit Development 76)* for South Memorial Business Park, to establish a minimum parking ratio for the development, provide shared parking, allow private mutual access drives in lieu of street frontage, remove the 20' setback internal to the office park, and provide flexibility for signage, among other details in Development area "H" of the original Planned Unit Development #76, Scenic Village Park. Section Two (2), Township Seventeen (17) North, Range Thirteen (13) east, located west of South Memorial Drive and south of East 121st Street South.

Presented by: Jason Mohler

Others that spoke: Erik Enyart Tanner Consulting 5323 S. Lewis Ave, Tulsa Ok

Development Services Director Jason Mohler stated item's 7 and 8 apply to the same project which is called the South Memorial Business Park and the project is located just north of 126th

Street and west of Memorial. Jason stated that item 7 is a Minor Amendment Planned Unit Development 76. Jason stated that staff recommends approval.

Erik Enyart Tanner Consulting gave council some details on the signage for this proposed project.

Discussion continued.

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

Carried 5-0

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

No: None.

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

Discussion and possible approval of Bixby Plat-20.03, Preliminary Plat for **South Memorial Business Park**, 11.290 Acres, Fifteen (15) Lots, One (1) Block, in an undeveloped parcel for the purpose of professional and business office development, in Section Two (2), Township Seventeen (17) North, and Range Thirteen (13) East, located west of South Memorial Drive and south of East 121st Street South.

Presented by: Jason Mohler

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

Carried 5-0

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

No: None.

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

City Manager's Report

- Green Corn Festival at the end of June
- Freedom Festival during the 4th of July celebration.
- Additional information on court cases.
- Congratulate to Vice Mayor Easton the Environmental Quality Board and he will be representing Cities and Towns which is an appointment by the Governor for next 5 years.

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

New Business

There being none.

Adjournment was called at 7:05 pm.

MAYOR

ATTEST

CITY CLERK

BIXBY PUBLIC WORKS AUTHORITY MEETING

Board of Trustees

Municipal Building

Minutes

116 W. Needles, Bixby, OK 74008

May 26, 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 22nd, 2020 on or before 5:00 p.m.

Mayor Guthrie called the Bixby Public Works Authority Meeting to order at 7:05 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

Bea Aamodt, Public Works Dir.

John Wood, Parks Director

Charles Barnes, Finance 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 05/11/2020.
- b) Consider and/or approve purchase order to Oklahoma Municipal Assurance Group for renewal of City's property insurance in the amount of \$28,917.32 (Bixby Public Works portion of total bill).
- c) Consider and/or approve purchase order to Oklahoma Municipal Assurance Group for renewal of City's general liability and automobile insurance in the amount \$21,191.14 (BPWA's portion of total bill).
- d) Consider and/or approve Workers' Compensation Insurance renewal for Fiscal 2021 in the amount of \$22,141.70 (Bixby Public Works portion of total bill).

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:

New Business

There being none.

Adjournment was called at 7:06 p.m.

MAYOR

ATTEST

CITY CLERK