

**City of Bixby
City Council Meeting
Minutes
City Hall Municipal Building
116 W Needles, Bixby, OK 74008
July 13, 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 July 10th 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.
Marc Kutz, Deputy Fire Chief
Andy Choate, Assist 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 06/08/2020.
- b) Resolution Number 2020-14, providing for the authorization to participate in the Oklahoma Municipal Assurance Group (OMAG) Recognition Program.
- c) Request to approve the purchase of personal protective equipment (PPE) of structural firefighting ensemble (coat and pants) from NAFECO, Inc. not to exceed \$5206, funding from 2020-2021 Capital Improvement Fund.

- d) Discuss and/or approve the renewal subscription of the current reporting software for the Bixby Fire Department not to exceed \$6,012.06.
- e) Discuss and/or approve purchase to Digi Surveillance system, not to exceed the amount of \$98,237.98, to install door access and surveillance camera system.
- f) Discuss and/or approve one (1) grant School Resource Officer (SRO) contract between the City of Bixby and Bixby Public Schools for the 2020-2021 school year.
- g) Ordinance Number 2307 closing portion of South “D” Avenue between East 5th Street South and East 4th Street South.
- h) Approve purchase order in the amount of \$10,900 to Building and Earth for materials testing services for the North River Access Project.
- i) Discuss and/or take action on purchasing unleaded gasoline for \$25,000.
- j) Authorize signature of Department of Environmental Quality (DEQ) permit applications for construction of Sanitary Sewer to serve the Yale Heights collection of projects.

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 items “c”, “e”, “f”, and “g”, Deputy Chief Marc Kunz gave council detail on the equipment regarding this item, Assist Police Chief Andy Choate gave details regarding the items “e” and “f”, and City Attorney Steve Oakley gave clarification on item “g”, Councilor Blair made motion to approve except for item “e”, 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”. Vice Mayor Easton made motion to disapprove and get second quote, seconded by Councilor Girard. The vote was taken with the following results:

Carried 5-0

Yes Easton, Girard, Crawford, Blair, Guthrie.

No: None.

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

Consider and take any necessary action on amending Ordinance No. 2305, related to COVID-19 virus response.

Presented by: Mayor Guthrie

Mayor Guthrie stated that I put this on the agenda late on Friday after hearing about Tulsa maybe going to mandate mask this week, I thought that this is something the council needed to discuss. Mayor Guthrie stated that he thinks that wearing a mask is a personal responsibility and personal choice and if a business mandates mask I will support that, and I do wear a mask in public most of the time and I think that's a personal choice.

Discussion continued on this item.

No action was taken.

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

Request to approve Emergency Clause for Ordinance number 2305 for any adopted amendments.

No action taken.

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

Review, discussion and possible action on Bixby's Security Alarm Permit Ordinance 2281.

Presented by: Vice Mayor Easton.

Vice Mayor Easton stated that he has several calls from constituents concerning on this topic and they are concerned about the fee cost and experience they have had to buy the permit online with the company. Vice Mayor Eason gave details on his experience to buy the permit online and explained that he tried to call the company for help and they did not answer the call and after that I wanted to bring this back for us to rethink about this and repeal this ordinance.

Discussion continued.

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

Carried 5-0

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

No: None.

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

Request to discuss contract with PM AM (FAMS, False Alarm Management Solutions), and possible termination of the same.

Presented by: Steve Oakley

Vice Mayor Easton stated that he wanted to revisit this item to see if we could discuss and determine possible termination of the contract.

Discussion continued.

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

Carried 5-0

Yes: Crawford, Easton, Girard, Blair, Guthrie

No: None.

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

Request to review and or amend Resolution Number 2020-13 for City fee schedule in relation to registration and registration fees and other matters related to alarms.

Presented by: Steve Oakley

City Attorney Steve Oakley stated that we need to eliminate the registration fees from the Resolution Number 2020-13 fee schedule and put a fine on the fourth false alarm.

Mayor Guthrie asked for a motion on item #5. Mayor Guthrie made motion to eliminate alarm registration fees, seconded by Councilor Crawford. The vote was taken with the following results:

Carried 5-0

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

No: None.

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

Consider, discuss and approve Ordinance Number 2309, Bixby Comprehensive Plan-20.03, Minor Amendment to the Comprehensive Plan for *Rowan Grove*, Low Density Residential to Medium Density Residential, to allow for RS-3 (Residential Single Family) zoning in Development Area C of Bixby Planned Unit Development-20.02, contains 27.37 Acres in Section 7, Township 17N, Range 14E, located South of 131st Street South and East of South Mingo Rd.

Presented by: Councilor Crawford

Others that spoke: Alan Betchan, Jim Roberts 802 W. 91st Tulsa

Councilor Crawford stated that he wasn't on the council when they presented this information at the time and he didn't have a strong background on this item and should have held off and not voted until I got more information regarding this project, and I spent some time talking to the City Manager and my biggest concern was the timing. Councilor Crawford stated that he feels better about this now and that lead me to bring this back and support this project.

Mayor Guthrie stated that it would help with some background information when it first came to the council. City Manager Jared Cottle stated that we have the applicant and two engineers here to talk about the history and their project.

Discussion continued.

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

Approve 3-2

Yes: Crawford, Guthrie, Easton.

No: Girard, Blair

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

Request to approve Emergency Clause for Ordinance number 2309 and waiving second reading thereof.

Presented by: Councilor Crawford

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

Failed 3-2

Yes: Crawford, Easton, Guthrie.

No: Girard, Blair.

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

Consider, discuss and approve Ordinance number 2310, Bixby Zoning-20.02, Rezoning for a portion of *Rowan Grove*, proposed amendment to a zoning district in the City of Bixby, (FD) Flood District to (RS-3) Residential Single Family, to allow for a Residential Development in Development Area C of Bixby Planned Unit Development-20.02, contains 27.37 Acres in Section 7, Township 17N, Range 14E, located South of 131st Street South and East of South Mingo Rd.

Presented by: Jason Mohler

Development Services Director Jason Mohler stated that this item is for rezoning for the area that is necessary to change to RS-3, Jason gave council a presentation of the area for the project with detailed information.

Mayor Guthrie asked for a motion on item #8. 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 #9 on the Regular Agenda is:

Request to approve Emergency Clause for Ordinance number 2310 and waiving second reading thereof.

Presented by: Jason Mohler

No action taken.

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

Consider, discuss and approve Ordinance number 2311, Bixby Planned Unit Development-20.02, Planned Unit Development for Rowan Grove, contains Three (3) Development Areas, 37.02 acres, in Section 7, Township 17N, Range 14E, located South of 131st Street South and East of South Mingo Rd.

Presented by: Jason Mohler

Development Services Director Jason Mohler stated that this is PUD for the proposed project for approval.

Mayor Guthrie asked for a motion on item #10. Vice Mayor Easton made motion to approve with the three conditions, seconded by Councilor Crawford. The vote was taken with the following results:

Carried 3-2

Yes: Easton, Crawford, Guthrie.

No: Girard, Blair.

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

Request to approve Emergency Clause for Ordinance number 2311 and waiving second reading thereof.

Presented by: Jason Mohler

No action on this item.

Mayor Guthrie said on Item #12 on the Regular Agenda is:

Discussion and possible approval of Bixby Plat-20.04, Preliminary Plat of *Rowan Grove*, 37.02 acres total, One hundred and Fifty One (151) Lots, Six (6) Blocks, and One (1) Reserve Area, in Section 7, Township 17N, Range 14E, located South of 131st Street South and East of South Mingo Rd.

Presented by: Jason Mohler

Development Services Director Jason Mohler stated that he would show council a presentation for the preliminary Plat of the proposed project and staff has reviewed this plat and recommend approval, also the three conditions will be attached and if there were any question he would be happy to answer.

Mayor Guthrie asked for a motion on item #12. Councilor Crawford made motion to approve upon contingency on the Compensation Plan, Zoning and PUD, seconded by Mayor Guthrie.

Carried 3-2

Yes: Crawford, Guthrie, Easton.

No: Girard, Blair.

Mayor Guthrie said on Item #13 on the Regular Agenda is:

Discuss and/or take action on City sponsorship for the Buy Bixby program managed by the Bixby Metro Chamber.

Presented by: Jared Cottle

Others who spoke: Krystal Crockett, Chamber of Commerce

City Manager Jared Cottles stated that related to the Buy Bixby Program that encourages shoppers to shop locally during the holiday season, I do have Krystal Crockett here and we have partnered with them in the past to manage the program and have paid for sponsorships on the city's behalf of the program.

Krystal Crockett stated that they have managed the programs for four years now, the main purpose of the Buy Bixby Program is an external and internal education program. Krystal stated that they have increase the education and advising on why you shop local for the program. Krystal gave council details concerning expenses regarding tickets purchase and media advertising.

Discussion continued.

Mayor Guthrie asked for a motion on item #13. Councilor Girard made motion 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 #14 on the Regular Agenda is:

City Manager's Report.

- We are light on events and just coming out of the Green Corn Festival and Freedom Festival and for the balance of the summer we don't have a lot of activities coming up. Jared stated that for the fall we are taking a wait and see approach for things in the fall.

Mayor Guthrie said on Item #15 on the Regular Agenda is:
New Business.

There being none.

Adjournment was called at 8:57 pm.

MAYOR

ATTEST

CITY CLERK

BIXBY PUBLIC WORKS AUTHORITY MEETING

Board of Trustees

Municipal Building

Minutes

116 W. Needles, Bixby, OK 74008

July 13, 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 July 10th 2020 on or before 5:00 p.m.

Mayor Guthrie called the Bixby Public Works Authority Meeting to order at 8:57 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

Andy Choate, Assist Police Chief

Marc Kutz, Deputy 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 06/08/2020.
- b) Discuss and/or take action on purchasing unleaded gasoline for \$25,000.
- c) Discuss and/or approve purchasing two 2020 Ford F150 Crew Cabs for the Public Works Department Inspections Fleet from Bill Knight at \$31,020 each: total \$62,040.

Mayor Guthrie asked if there were any questions or amendments to the consent agenda. Vice Mayor Easton asked to pull item "c". Public Works Director Bea Aamodt gave some clarification to item "c".

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

Carried 5-0

Yes: Girard, Crawford, Blair, 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 9:03 p.m.

MAYOR

ATTEST

CITY CLERK