

**City of Bixby
City Council Meeting
Minutes
City Hall Municipal Building
116 W Needles, Bixby, OK 74008
December 14, 2020 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 December 11th on or before 6:00 p.m.

Mayor Guthrie called the meeting to order at 6:11 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
Phil Frazier, City Attorney
Jason Mohler, Dev. Service
Charles Barnes, Finance Dir.
Andy Choate, Asst. Chief
Bea Aamodt, Public Works
John Wood, Parks 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 11/09/20.
- b) Discuss and/or approve purchase order and purchase to M&M Micro Systems Inc. in the amount of \$80,500 to update our current CAD/RMS System.
- c) Public Notice schedule of City Council Work Session meetings for calendar year 2021.
- d) Consider and approve purchase of Toro Reelmaster 5510-D from Oklahoma State pricing SW-190 in the amount of \$67,722.93. Approved in 2021 Capital Budget.

- e) Consider and approve New Holland Boomer 55hp tractor from Oklahoma State pricing SW-196 in the amount of \$36,501. Approved in 2021 Capital Budget.
- f) Consider and approve Trimax ProCut S4 Model 237 for the amount of \$13,218.56. Approved in 2021 Capital Budget.
- g) Acknowledge receipt of Permit No. WL000072200651, Facility No 3007243 and Permit No. SL000072200650, Facility No. S-20407, Pine Valley Addition Blocks 12-13.
- h) Acknowledge receipt of Permit No. WL000072200736, Facility No 1020418 and Permit No. SL000072200735, Facility No S-20438, Estates at Conrad Village.
- i) Discuss and/or take action on licensing subscription for MyGov software to provide remote licensing and permitting for City customers.
- j) Discuss and/or take action on awarding contract for the Remote Operations Center to Magnum Construction for \$98,000.
- k) Consider and take action on Resolution No. 2020-18 calling for the City of Bixby regular election for Ward (1) and Ward (2) to be held on April 6, 2021.

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 to pull items “b”, “d”, “e”, “f”, “I” and “j”. Assistant Police Chief Andy Choate gave council clarification on this item, Parks Director John Wood gave council clarification on items “d”, “e”, “and f”, City Manager Jared Cottle gave council clarification on item “I” and Director of Developmental Services gave clarification on item “j”. Councilor Girard made motion 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 item #1 on the Regular Agenda is:

Consider and take any necessary action related to COVID-19, including possible Resolution addressing the same.

Presented by: Mayor Guthrie

Mayor Guthrie stated that I have put this on the agenda for my fellow councilors, and I have made public statements about masks and that unvisceral mask wearing should be done by most people in our community but I am not supportive of a mandate. Mayor Guthrie stated that he wanted to bring this to council to discuss a potential Resolution and any other action that council would like to take.

City Manager Jared Cottle gave council and the public a break down on the Covid numbers with a presentation of the numbers for the City of Bixby. Councilor Girard stated that we are not discussing a mandate we are discussing a Resolution.

Discussion continued.

Mayor Guthrie gave the public time to share their comments regarding this item.

Public comments were given.

No action taken.

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

Consider and take action on Resolution by City Council strongly recommending that all people wear face mask, and practice distance guidelines when within the City of Bixby to use face mask at all times when outside of their dwelling habitat.

Presented by: Mayor Guthrie

Mayor Guthrie stated that he would not read the whole Resolution but would read the first paragraph and the last four items of the resolution.

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

Carried 4-1

Yes: Girard, Blair, Easton, Guthrie.

No: Crawford.

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

Consider, discuss and approve, Bixby Final Plat (BXPT) number 20.07 *Bungalows II at Willow Creek*, Forty-Eight (48) Lots, Three (3) Blocks, and Three (3) Reserve Areas, containing 24.25 acres. Section 12, Township 17, Range 13 in the City of Bixby. Zoned (RS-3) Residential Single Family & PUD 78.

Presented by: Jason Mohler

Development Services Director Jason Mohler stated that this is the final plat for Bungalows II which is at Willow Creek and is on the south west corner of 131st and Mingo which is an ongoing development since 2013. Jason shared his screen showing the Willow Creek development for council to review while Jason gave council more background details on this development. Jason stated that the Planning Commission heard this in November and recommend approval along with staff.

Discussion continued.

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

Deny 5-0

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

No: None.

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

Consider, discuss and approve Ordinance No. 2302, amending Bixby City Code Title 11, titled “*ZONING REGULATIONS*”; Chapter 7, titled “Special District Regulations”; Article H, titled “Central Business District”, requiring conformance to the adopted “**Downtown Design Standards**”.

Presented by: Jason Mohler

Development Services Director Jason Mohler stated that this is for the Downtown area with a number of Design Standards, Jason stated that he received feedback from property owners.

Discussion continued.

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

Carried 5-0

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

No: None.

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

Action includes second reading and/or possible approval of Ordinance No. 2302 for amending of *ZONING REGULATIONS* and adoption of “**Downtown Design Standards**”, with separate approval of an Emergency Clause.

Presented by: Jason Mohler

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

Discuss and/or take action on awarding contract to Cherokee Pride Construction for the 2016 Bond-121st Widening Project; Cherokee Pride Construction submitted the lowest and best bid of 1,867,021.70.

Presented by: Bea Aamodt

Public Works Director Bea Aamodt stated that 121st project is one of the 2016 bond projects and we opened bids, while I share my screen for your review of the bid tabs. Bea gave some background information to council on the project, with five (5) contractors that submitted their bids while Bea proceeded to read the amounts from each contractor. Bea asked that Cherokee Pride Construction be awarded the bid.

Discussion continued.

Mayor Guthrie asked for a motion on item #6. 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 moved to item #13.

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

Motion to enter into Executive Session.

- a) *Discussion on collective bargaining agreement with FOP Lodge 189. Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.2.*
- b) *Confidential communications and discussions among the City Council and its attorney concerning potential litigation regarding the Downtown Streetscape Project schedule and claims by Paragon. Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes Section 307.B.4.*
- c) *Discussion on negotiations for and/or purchase of certain real property at*

*14101 South Memorial Drive, owned by HSG Acquisition Company, LLC,
Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3.*

- d) *Discussion on the annual employee performance and employment contract review of the City Manager. Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.1.*

No action was taken.

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

Motion to exit Executive Session and reconvene in open session.

Presented by: Mayor Guthrie

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

Carried 5-0

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

No: None.

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

Consider and take any necessary action related to the collective bargaining agreement with FOP lodge 189.

Presented by: Mayor Guthrie

Mayor Guthrie asked for a motion on item #9. Mayor Guthrie made motion to approve the FOP bargaining agreement, 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 #10 on the Regular Agenda is:

Discuss and/or take action on Change Order No. 1 on the Downtown Streetscape.

Presented by: Mayor Guthrie

Mayor Guthrie asked to skip this item.

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

Consider and take any necessary action regarding negotiations for and/or purchase of certain real property at 14101 South Memorial Drive.

Presented by: Mayor Guthrie

Mayor Guthrie asked for a motion on item #11. Mayor Guthrie made motion to continue to negotiate on that property, seconded by Vice Mayor Easton. The vote was taken with the following results:

Carried 4-1

Yes: Guthrie, Easton, Crawford, Blair.

No: Girard.

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

Consider and take any necessary action resulting from the annual employee performance and employment contract reviews of the City Manager.

Presented by: Mayor Guthrie

Mayor Guthrie asked for a motion on item #12. Mayor Guthrie made motion to except a one year extension on our City Manager employment agreement, 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 #13 on the Regular Agenda is:

City Manager's Report

City Manager Jared Cottle wanted to congratulate the Spartan Football team for their 3rd championship in a row. Jared stated that he would like for our Events' Coordinator Jennifer Rush to give an update on the events in the City of Bixby.

- Christmas parade downtown went well, and after that the Anthem Road Academy Christmas Performance was at Charley Young Event Park Stage.
- Santa would reschedule for a new date because he wanted the children to play in the snow, this weekend will be the last weekend for Santa.
- City of Bixby Facebook page will have a favorites with changes that was made by Facebook in September 2020, more information will sent out regarding that.

Mayor Guthrie said on Item #14 on the Regular Agenda is:

New Business

There being none.

Adjournment was called at 11:12 pm.

MAYOR

ATTEST

CITY CLERK

BIXBY PUBLIC WORKS AUTHORITY MEETING
Board of Trustees
Municipal Building

Minutes

116 W. Needles, Bixby, OK 74008

December 14, 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 December 11th 2020 on or before 5:00 p.m.

Mayor Guthrie called the Bixby Public Works Authority Meeting to order at 6:29 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 Chief
Charles Barnes, Finance Dir.
Bea Aamodt, Pubic Works
John Wood, Parks 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 11/09/20.

Mayor Guthrie asked if there are any question or concerns on the BPWA consent agenda.

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 11:13 p.m.

MAYOR

ATTEST

CITY CLERK

BIXBY INDUSTRIAL AUTHORITY MEETING

**Board of Trustees
Municipal Building**

Minutes

116 W. Needles, Bixby, OK 74008

December 14, 2020 6:00 P.M.

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Mayor Guthrie called the Bixby Public Works Authority Meeting to order at 11:12 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 Chief
Charles Barnes, Finance Dir.
Bea Aamodt, Pubic Works
John Wood, Parks Dir.
Yvonne Adams, City Clerk

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

There being none.

Adjournment was called at 11:13 p.m.

MAYOR

ATTEST

CITY CLERK