

City Council Meeting Minutes

City Hall Municipal Building
116 W. Needles Ave., Bixby, OK 74008

June 10, 2024 at 6:00 PM

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 June 7, 2024, at or before 5:00 p.m.

Call to Order

Mayor Guthrie called the Bixby City Council Meeting to order at 6:02 pm.

Roll Call

Shannon Duran, City Clerk, called the roll, and the following were present:

Members Present

Mayor Guthrie
Vice Mayor Founds
Councilor Girard
Councilor Hirshey
Councilor Schultz

Staff Present

Jared Cottle, City Manager
Shannon Duran, City Clerk
Phil Frazier, City Attorney
Charles Barnes, Finance Director
Bea Aamodt, Public Works Director
Joey Wiedel, Development Services Director
Todd Blish, Police Chief
Joe Sherrell, Interim Fire Chief
Bryan Toney, Public Information Officer

Pledge of Allegiance

Invocation

- 1) Administration of the Oath of Office for City Attorney, Phil Frazier.

Mayor Guthrie announced that the first order of business was administering the Oath of Office to Phil Frazier, the City Attorney.

Mr. Frazier explained that the original Oath of Office from 1999 could not be located, necessitating the re-administration of the oath.

Mayor Guthrie then administered the oath to Mr. Frazier.

Consent Agenda

- 1) Minutes for the City Council Meeting dated 05/28/24.
- 2) Consider and/or approve annual maintenance with Tyler Technologies (INCODE) for FY-25 the amount of \$41,920.28 (General Fund's portion).
- 3) Consider and/or approve FY25 Oklahoma Municipal League service fees in the amount of \$13,651.30 (City portion).
- 4) Consider and/or approve the annual maintenance renewal fee for CivicClerk with CivicPlus for the FY-25 in the amount of \$10,173.43.
- 5) Consider and/or approve a contract between the City of Bixby and the Humane Society of Tulsa for the shelter and quarantine of stray animals impounded by the city. This will replace the contract currently in place with Horizon Animal Hospital.
- 6) Consider and/or approve OMAG FY25 Escrow Use Form to apply \$20,173.80 in FY24 Escrow to the FY25 Worker's Compensation Insurance renewal.
- 7) Consider and/or approve Worker's Compensation Insurance renewal for FY-25 in the amount of \$191,543.84 (City portion of total bill, after FY24 Workers Comp Escrow is applied).
- 8) Consider and/or approve the renewal of the mowing contract with BOCA Outdoors for FY25 to mow Flood Protection Facilities.
- 9) Consider and/or approve the renewal of the mowing contract with Hartland Lawn Care for FY25 to mow Bixby Cemetery.
- 10) Consider and/or Approve renewal of the mowing contract with Source One for FY25 to mow ROW and Flood Control Facilities.
- 11) Consider and/or approve the renewal of the mowing contract with Prodigy Lawn and Care for FY25 to mow R-O-W.
- 12) Consider and/or approve an extension of the agreement between Tulsa County and the City of Bixby for Community Block Grant Funding (C.D.B.G.) for the Fiscal Year (F.Y.) 2023 Dawes Storm Sewer - Parker to Stanley Project.

Mayor Guthrie said items 1-12 on the Consent Agenda are up for discussion and consideration.

Vice Mayor Founds and Councilor Girard both asked to pull item 5 for further discussion.

Vice Mayor Founds inquired about the decision to replace the contract with Horizon Animal Hospital with one from the Humane Society of Tulsa.

Police Chief Todd Blish explained that the owner of Horizon Animal Hospital exercised their option to terminate the contract with the city. The current agreement required Adopt a Pet events, but due to staffing issues, the owner was unable to fulfill that part of the agreement.

Councilor Girard asked if the Humane Society of Tulsa is a "no-kill" shelter.

Animal Control Officer Tommy Mathews clarified that the current ordinance stipulates that after three days, animals are considered the property of the shelter. Any adoptable animal will be placed for adoption, but animals that are too sick, injured, or vicious will be euthanized.

No further questions were asked regarding consent items.

Mayor Guthrie asked for a motion to approve items 1-12 on the consent agenda. Councilor Hirshey made a motion to approve, seconded by Vice Mayor Founds. The vote was taken with the following results:

Carried: 5-0

Ayes: Hirshey, Founds, Girard, Schultz, Guthrie

Nays: 0

Regular Agenda

- 1) Discussion, consideration, and possible vote for approval of Ordinance Number 2471, Bixby Easement Closure (B.X.E.C.) Number 24.01 Brumble; a closure of a Mutual Access Easement on Lot 1, Block 1, Quail Creek Commons, near South 74th East Avenue and East 121st Street South

Mayor Guthrie said item 1 on the Regular Agenda is up for discussion and consideration.

Item presented by: Bea Aamodt, Public Works Director

Others who spoke: None

On behalf of City Engineer Justin Dowd, Bea Aamodt presented Ordinance 2471 to the council. Ms. Aamodt explained that the applicant, Brumble, has been working on a lot split and wishes to close and vacate the existing mutual access easement and replace it with a new one. She further informed the council that while they have the authority to close the easement, the applicant will need to seek the easement's vacation through the District Court.

Councilor Hirshey asked for clarification on the proposed layout of Track One and Track Two. Ms. Aamodt confirmed that the information presented was accurate.

No further discussion was held.

Mayor Guthrie asked for a motion to approve item 1. Vice Mayor Founds made a motion to approve, seconded by Councilor Hirshey. The vote was taken with the following results:

Carried: 5-0

Ayes: Founds, Hirshey, Girard, Schultz, Guthrie

Nays: 0

- 2) Discussion, consideration, and possible vote to approve an emergency clause for Ordinance Number 2471 making it effective immediately upon passage since the immediate operation of the provisions of the Ordinance is necessary for the preservation of public health, safety, welfare, morals, and service to the citizens.

Mayor Guthrie said item 2 on the Regular Agenda is up for discussion and consideration.

Item presented by: Bea Aamodt, Public Works Director

Others who spoke: None

Mayor Guthrie asked for a motion to approve the emergency clause in Ordinance 2471. Vice Mayor Founds made a motion to approve, seconded by Councilor Hirshey. The vote was taken with the

following results:

Carried: 5-0

Ayes: Founds, Hirshey, Girard, Schultz, Guthrie

Nays: 0

- 3) Discussion, consideration, and possible vote for approval of Ordinance Number 2472 Bixby Zoning (B.X.Z.O) number 24.03 Rezoning for 127th and Mingo, from Residential Single-Family (RS-1) to Residential Single-Family (RS-2) The property contains (+/-) 37.179 acres in Section 01, Township 17 North, Range 13 East, located approximately 1/2 mile South of 121st and South Mingo Road.

Mayor Guthrie says Agenda item number 3 is continued.

- 4) Discussion, consideration, and possible vote to approve an emergency clause for Ordinance Number 2472 making it effective immediately upon passage since the immediate operation of the provisions of the Ordinance is necessary for the preservation of public health, safety, welfare, morals, and service to the citizens.

Mayor Guthrie says Agenda item number 4 is continued.

- 5) Discussion, consideration, and possible vote for approval of Ordinance Number 2473 Bixby Zoning (B.X.P.U.D) number 24.03, Planned Unit Development for 127th and Mingo. The property contains (+/-) 37.179 acres in Section 01, Township 17 North, Range 13 East, located approximately 1/2 mile South of 121st and South Mingo Road.

Mayor Guthrie says Agenda item number 5 is continued.

- 6) Discussion, consideration, and possible vote to approve an emergency clause for Ordinance Number 2473 making it effective immediately upon passage, since the immediate operation of the provisions of the Ordinance is necessary for the preservation of public health, safety, welfare, morals, and service to the citizens.

Mayor Guthrie says Agenda item number 6 is continued.

- 7) City Manager's Report

City Manager Jared Cottle delivered updates on upcoming events to the council, ensuring everyone is well-informed.

City Closures

June 13, 2024: City Hall will be closed from 11:30 am to 1:30 pm due to a team building event.

June 19, 2024: City Hall will be closed for the Juneteenth holiday.

Events

Bixby Farmers Market: June 16th from 10:00 am to 2:00 pm, located at Charley Young Park.

Bixby Green Corn Festival: June 27-29

Bixby Green Corn Festival Parade: June 27 at 6:30 pm in Downtown

Bixby Freedom Festival: June 28th from 7 pm to 10 pm, located at Bentley Park

Bixby Freedom Run: June 28th starting at 6:30 pm, located at Washington Irving Park

Announcement

Fireworks discharge permits are available for purchase online through MyGOV, at fireworks stands, or at City Hall until 4:30 p.m. daily.

Fireworks will only be allowed to discharge on July 3rd to 6th from 3:00 pm to 11:00 pm.

Recognition

Mr. Cottle also wanted to recognize Chief Todd Blish and the Police Department for their hard work in obtaining grants. Chief Blish then spoke about the state funds granted to the City of Bixby through the Oklahoma Opioid Abatement Board. He explained that the city was awarded \$50,000.00. The grant will be used to purchase Narcan and drug testing kits and help support opioid abuse education, prevention, and proper prescription efforts. Additionally, it will fund overtime for First Responders to attend training sessions, enabling them to educate the public on the correct use of Narcan. The city will also receive an undisclosed amount annually for 20 years to continue these programs. The new School Resource Officer (SRO) will also identify partnerships to help distribute Narcan and drug kits to the community. Chief Blish also wanted to recognize Sergeant Ben White for helping obtain grants for the department and the community.

Mayor Guthrie recessed the regular meeting to open the Bixby Public Works Authority meeting at 6:19 pm.

Mayor Guthrie reconvened the regular City Council meeting at 6:20 pm.

8) Motion to enter into Executive Session:

- a. Discussion on negotiations and/or purchase for certain real property located at 13852 S. Garnett Road, owned by Assembly of God Church of Broken Arrow: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3.

Mayor Guthrie asks for a motion to enter into Executive Session. Vice Mayor Founds made a motion to approve, seconded by Councilor Hirshey. The vote was taken with the following results:

Carried: 4-1

Ayes: Founds, Hirshey, Schultz, Guthrie

Nays: Girard

The council entered into Executive Session at 6:20 pm.

Council returns to Council Chambers.

No action was taken during the Executive Session.

9) Motion to exit Executive Session and reconvene in open session.

Mayor Guthrie asked for a motion to exit the Executive Session and reconvene in Regular Session. A motion was made by Vice Mayor Founds, seconded by Councilor Hirshey. The vote was taken with the following results:

Carried: 5-0

Ayes: Founds, Hirshey, Girard, Schultz, Guthrie

Nays: 0

Reconvene in open session at 7:15 pm.

10) Consider and/or take action, if necessary, on real estate negotiations and/or purchase of real estate at 13852 S. Garnett Road, owned by Assembly of God Church of Broken Arrow.

Councilor Girard made a motion to direct the City Manager to take the necessary steps to enter into negotiations for purchase. Vice Mayor Founds seconded the motion. The vote was taken with the following results:

Carried: 5-0

Ayes: Girard, Founds, Hirshey, Schultz, Guthrie

Nays: 0

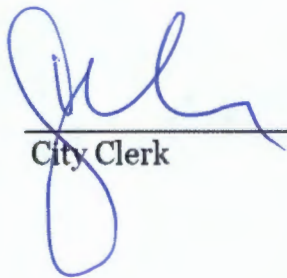
11) New Business

In accordance with the Open Meeting act, Title 25 O.S. § 311.A.10, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

No new business matters to discuss.

12) Adjournment

An adjournment was called at 7:19 pm.



City Clerk



Vice - Mayor

[illegible]