

City Council Meeting Minutes

City Hall Municipal Building
116 W. Needles Ave., Bixby, OK 74008
September 23, 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 September 20, 2024, on or before 5:00 p.m.

Call to Order

Mayor Guthrie called the City Council Meeting to order at 6:11 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 (Not Present)
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, Fire Chief
Justin Dowd, City Engineer
Bryan Toney, Public Information Officer

Pledge of Allegiance

Invocation

Consent Agenda

- 1) Minutes for the Work Session dated 8/26/24.
- 2) Minutes for the City Council Meeting dated 8/26/24.

- 3) Consider and/or approve a Temporary Construction Easement Dedication by the Larry D. Henderson Trust.
- 4) Consider and/or approve a Waterline Easement Dedication by the Larry D. Henderson Trust.
- 5) Consider and/or approve a Temporary Construction Easement Dedication by the Charles D. Unruh and Debra S. Colpitt Revocable Trust.
- 6) Consider and/or approve a Waterline Easement Dedication by the Charles D. Unruh and Debra S. Colpitt Revocable Trust.
- 7) Consider and/or approve a Sanitary Sewer Easement Dedication by Dewayne Corvin.
- 8) Acknowledge receipt of Oklahoma Department of Environmental Quality (O.D.E.Q.) Permit No. WLO00072230811, Facility No. 3007243, Enclave Commercial Project, and SLO00072230812, Facility No. S20438, Enclave Commercial Project.
- 9) Acknowledge receipt of Oklahoma Department of Environmental Quality (O.D.E.Q.) Permit No. SLO00072240368, Facility No. S20438, The Preserve Sanitary Sewer Line Extension.
- 10) Acknowledge receipt of Oklahoma Department of Environmental Quality (O.D.E.Q.) Permit No. WLO00072240306, Facility No. 3007243, Public Roadway and Waterline at Henson Square.
- 11) Consider and approve the OMAG (Oklahoma Municipal Assurance Group) recommendation for denial for claimant Ronald Ray, Claim 215301-1-MR.
- 12) Resolution No. 2024-16, providing for the annual renewal, ratification and reaffirmation, in Fiscal Year 2024-2025, of a certain Security Agreement between the City of Bixby and the Bixby Public Works Authority, dated November 30, 2017.
- 13) Consider and/or approve purchase order to Tulsa County Assessor for visual inspection costs in the amount of \$27,745.04 for FY25.
- 14) Discuss and/or approve purchasing 2024 Ford F550 for the Street Department from Bill Knight Ford; total \$70,248.
- 15) Approve final acceptance of the CDBG FY22 Dawes Storm Sewer Project with a final contract amount of \$296,802.50.
- 16) Consider and/or take action to approve an Agreement with Freese and Nichols, Inc. for a technical memo detailing necessary improvements at the Springtree Lift Station; total fee is \$25,819.00.
- 17) Consider and/or take action to approve an Agreement with Kimley-Horn and Associates, Inc. (K.H.) for a technical memo detailing design options for the 2021 Bond - Mingo Road to Garnett Road Projects to include: 131st Street Rehabilitation and Roundabout Feasibility; total fee is \$39,500.00.
- 18) Consider and/or take action to approve an Agreement with Holloway, Updike, and Bellen (H.U.B.) for an update to the existing water distribution system hydraulic model.
- 19) Acknowledge receipt of Oklahoma Department of Environmental Quality (O.D.E.Q.) Permit No. WLO00072240599, Facility No. 3007243, The Preserve Blocks 1-4, and SLO00072240598, Facility No. S20438, The Preserve Blocks 1-4.

- 20) Discuss and/or approve accepting infrastructure Emergency Traffic Signal for Fire Station #1, located at 151st Street South and Sheridan.
- 21) Discuss and/or approve Change Order No.1 for the Public Works Facility Project; no added cost
- 22) Consider and/or approve the expenditure of up to \$136,000 from Capital Police Car funds, previously approved as a part of the 2025 budget, for purchasing three Dodge Durango police vehicles at state contract price from Bob Howard Ford. Vehicles will replace two wrecked vehicles and one high mileage vehicle.
- 23) Consider and/or approve the expenditure of up to \$16,900 for purchase of four police in-car laptop computers from funds approved in the 2025 Capital police computer funds at state contract price.
- 24) Consider and/or approve expenditure from the approved 2025 Police Vehicle/Equipment account of up to \$21,400 for radio equipment for new vehicles from Harris L3 Radio at state contract price. Sole vendor purchase due to our Harris Radio system.
- 25) Discussion, consideration, and possible vote for approval of a \$126,356.30 purchase from Capital Improvement Funds with Dell under state pricing for hardware upgrades to enhance Information Technology Infrastructure and Cybersecurity.
- 26) Discussion, consideration, and possible vote for approval of a \$167,133.31 purchase from Capital Improvement Funds with CDW-G under state pricing for software upgrades to enhance the Information Technology Infrastructure and Cybersecurity.
- 27) Consider and/or approve the expenditure of up to \$49,854 from Police Capital Equipment funds, approved in the 2025 budget, for unfitting of equipment for new cars, purchase of lights, partitions, wiring, and labor from Dana Safety Supply.

Mayor Guthrie said Items 1-27 on the Consent Agenda is up for discussion and consideration
Others who spoke: Richard Oltman

Councilor Girard requests to pull item 27 for further clarification and further discussions. Police Chief, Todd Blish, advises the council that there was a grammatical error where it says "unfitting" should read "upfitting". Item 27 was corrected to "upfitting" due to the scrivener's error.

Items 25-26 were pulled for discussion. Richard Oltmann has signed up to speak on this item. Council inquires of City staff Bryan Toney, Todd Blish, and Kevin Mefford. City Manager Jared Cottle addresses comments and concerns as to the items. Discussion ensued regarding software upgrades.

Mayor Guthrie asks for a motion. Councilor Schultz made a motion to approve items 1-27 with item 27 as amended due to Scrivener's error, seconded by Vice Mayor Founds. The vote was taken with the following results:

Carried:4-0

Ayes: Schultz, Founds, Girard, Guthrie

Nays:0

Regular Agenda

- 1) Consider, discuss, amend, approve, reject or defer a resolution fixing the amount of bonds to mature each year, fixing the time and place the bonds are to be sold and authorizing the clerk to give notice of said sale as required by law. Resolution 2024-15

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

Item presented by Charles Barnes, Finance Director

Others who spoke: Jared Cottle, City Manager

Charles Barnes, Finance Director, advises the council this issue #4 of the Bond Sale of the 2021 election. A brief discussion was held between City Staff and Council as to what streets the \$3.5 million was spent on.

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

Carried:4-0

Ayes: Girard, Founds, Hirshey, Guthrie

Nays: 0

- 2) Discuss and/or take action on Contract Amendment No. 1 to the architectural services agreement with Beck Design for an enhanced site design with the Performing Arts Center in Downtown.

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

Item presented by Jared Cottle, City Manager

Others who spoke:

Jared provided the council with an overview of the previous discussions held as to the Performing Arts Center and the outside entertainment area. Discusses the purpose of the contract amendment to the architectural service agreement with Beck Design is for an enhanced site design to include an area for the public to interact around the Performing Arts Center.

Mayor Guthrie asks for a motion to approve item 2. Vice Mayor Founds made a motion to approve, seconded by Councilor Schultz. The vote was taken with the following results:

Carried:4-0

Ayes: Founds, Schultz, Girard, Guthrie

Nays: 0

- 3) City Manager's Report

City Manager Jared Cottle provides update as follows:

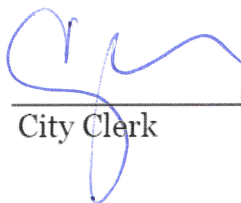
- 111th and Memorial Street widening project has kicked off and will start in October
- 10/10/24-Homecoming parade 6-7:30
- 10/5- 7 am Marching Band show at the football stadium
- 10/6 and 10/20 Farmers Market 10 am-2 pm
- 10/13 Faith and Blue-Police Department at Washington Irving Park 10 am- 2 pm

- 4) 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.

5) Adjournment

An adjournment was called at 6:47 pm



City Clerk





Mayor

[illegible]