

MINUTES
CITY COUNCIL OF DEL CITY
REGULAR MEETING
March 20, 2017 – 6:00 P.M.
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on March 17, 2017.)

1. CALL TO ORDER AT 6:00 P.M. BY MAYOR LINLEY

2. ROLL CALL

In Attendance: Council Members Floyd Eason, Ken Bartlett, Bill Giles, Michael Dean and Mayor Brian Linley.

City Employees: City Manager Mark Edwards, City Clerk Carol Noble, and City Attorney Jack Fried.

3. INVOCATION – Given by Council Member Ken Bartlett.

PLEDGE OF ALLEGIANCE – Led by Boy Scout leader Dave Atkinson.

PROCLAMATIONS:

- Vietnam Veterans Day
- Fair Housing Month

Read by Mayor Linley.

4. PUBLIC AND COUNCIL INPUT

A. Public: None

B. Council: None

5. CITY MANAGER'S REPORT:

- Public Works aided COMCD with shoreline erosion restabilization.
- Well Water note with FNB is paid off.
- JGVE/CDBG issues are being resolved.
- One way turn sign at Sunnyslane and 17th has been installed.
- Jake brake sign has been installed at Sunnyslane and I-40.
- Meeting with ORT concerning PILOT payments.
- Slide at water park - \$24,000 or more to repaint.
- Appraisal for property near Scott St is complete.

CITY CLERK'S REPORT:

- Net sales tax is up <\$990,429> <15.75%>

03-06-17

- Use tax is up <\$48,028> <26.63%>
- Tobacco tax is up <\$10,271> <12.83%>
- Hotel/Motel tax is up <\$3,011> <4.10%>

6. CONSENT DOCKET

To approve the following items by unanimous consent, with one motion:

- A. Approve budget amendment for FY 2016-2017, as shown in Exhibit A to the Council agenda.
- B. Approve minutes of regular meeting of the Council of March 6, 2017.

MOTION: TO APPROVE CONSENT DOCKET

MOVED BY: EASON SECOND: BARTLETT
 AYES: EASON, BARTLETT, GILES, DEAN AND LINLEY
 NAYS: NONE

7. POLE DAMAGE REPAIR

Discussion, consideration, possible action to authorize/deny payment of the claim of Oklahoma Gas and Electric Company (OG&E) for repair of damaged electric poles in the amount of \$30,086.19, subject to approval by the Court.

MOTION: TO AUTHORIZE PAYMENT OF THE CLAIM OF OKLAHOMA GAS AND ELECTRIC COMPANY (OG&E) FOR REPAIR OF DAMAGED ELECTRIC POLES IN THE AMOUNT OF \$30,086.19, SUBJECT TO APPROVAL BY THE COURT.

MOVED BY: EASON SECOND: BARTLETT
 AYES: EASON, BARTLETT, GILES, DEAN AND LINLEY
 NAYS: NONE

8. BIG TEPEE DISTRICT CUB SCOUT DAY CAMP

Discussion, consideration, possible action to approve/deny allowing the Boy Scouts of America, Last Frontier Council, Big Tepee District, use of the Eagle Lake and Eagle Lake Pavilion to hold their 2017 Cub Scout Day Camp from 2:00 p.m. to 9:00 p.m. daily, June 5 through June 9, 2017; declare/deny a public purpose.

MOTION: TO APPROVE ALLOWING THE BOY SCOUTS OF AMERICA, LAST FRONTIER COUNCIL, BIG TEPEE DISTRICT, USE OF THE EAGLE LAKE AND EAGLE LAKE PAVILION TO HOLD THEIR 2017 CUB SCOUT DAY CAMP FROM 2:00 P.M. TO 9:00 P.M. DAILY, JUNE 5 THROUGH JUNE 9, 2017; DECLARE A PUBLIC PURPOSE.

MOVED BY: EASON SECOND: BARTLETT
 AYES: EASON, BARTLETT, GILES, DEAN AND LINLEY

NAYS: NONE

Director of Boy Scouts of America Dave Atkinson explained camp.

9. SPECIAL USE PERMIT – PC/UR 478-16 (3925 S.E. 29TH STREET)

A. Public Hearing

Discussion, consideration, possible action to approve/deny holding a public hearing with regard to the above-referenced application for a Special Use Permit.

MOTION: TO HOLD PUBLIC HEARING.

MOVED BY: EASON SECOND: BARTLETT
AYES: EASON, BARTLETT, GILES, DEAN AND LINLEY
NAYS: NONE

Director of Community Services, Tom Leatherbee explained permit and recommended approval.

John Underwood with Crown Castle and George Wright with T-Mobile explained site.

MOTION: TO CLOSE PUBLIC HEARING

MOVED BY: EASON SECOND: BARTLETT
AYES: EASON, BARTLETT, GILES, DEAN AND LINLEY
NAYS: NONE

B. Council Action

Discussion, consideration, possible action to approve or approve with modifications or not approve the above-referenced application for a Special Use Permit to permit the unit use classification of Communication Services: Towers within the Arterial Commercial (A-C) zoning district. Requested by City Planner Monica Cardin

MOTION: TO APPROVE THE ABOVE-REFERENCED APPLICATION FOR A SPECIAL USE PERMIT TO PERMIT THE UNIT USE CLASSIFICATION OF COMMUNICATION SERVICES: TOWERS WITHIN THE ARTERIAL COMMERCIAL (A-C) ZONING DISTRICT.

MOVED BY: EASON SECOND: BARTLETT
AYES: EASON, BARTLETT, GILES, DEAN AND LINLEY
NAYS: NONE

10. SPECIAL USE PERMIT – PC/UR 483-17 (311 S. SUNNYLANE ROAD)

A. Public Hearing

Discussion, consideration, possible action to approve/deny holding a public hearing with regard to the above-referenced application for a Special Use Permit.

MOTION: TO HOLD PUBLIC HEARING.

MOVED BY: EASON SECOND: BARTLETT
AYES: EASON, BARTLETT, GILES, DEAN AND LINLEY
NAYS: NONE

Director of Community Services, Tom Leatherbee explained application.

Natalie Winfee – 5408 NW 109th, OKC – applicant explained use requested.

MOTION: TO CLOSE PUBLIC HEARING

MOVED BY: EASON SECOND: BARTLETT
AYES: EASON, BARTLETT, GILES, DEAN AND LINLEY
NAYS: NONE

B. Council Action

Discussion, consideration, possible action to approve or approve with modifications or not approve the above-referenced application for a Special Use Permit to permit the unit use classification of Animal Sales and Services: Kennel and Veterinary, Restricted, a use permitted on review within the Arterial Commercial (A-C) zoning district, for the purpose of operating a canine day care and boarding facility.

MOTION: TO APPROVE SPECIAL USE PERMIT – PC/483-17 AT 311 S. SUNNYLANE ROAD.

MOVED BY: EASON SECOND: BARTLETT
AYES: EASON, BARTLETT, GILES, DEAN AND LINLEY
NAYS: NONE

11. SPECIAL USE PERMIT – PC/UR 480-17 (4809 S.E. 20TH STREET)

A. Public Hearing

Discussion, consideration, possible action to approve holding a public hearing with regard to the above-referenced application for a Special Use Permit.

MOTION: TO HOLD PUBLIC HEARING.

MOVED BY: EASON SECOND: BARTLETT
AYES: EASON, BARTLETT, GILES, DEAN AND LINLEY

NAYS: NONE

Director of Community Services, Tom Leatherbee explained application. Staff and Planning Commission do not recommend.

Reyna Deal – 4809 SE 20th – applicant’s tenant explained use requested.

City Attorney Jack Fried explained legalities of application.

Amanda Hill – 5004 Allan Ln, OKC in support of daycare.

Tom Adkins – 312 E. Kerr Dr, MWC supports application.

MOTION: TO CONTINUE HEARING TO OCTOBER 2, 2017 MEETING.

MOVED BY: BARTLETT SECOND: DEAN
AYES: EASON, BARTLETT, DEAN AND LINLEY
ABSTAIN: GILES

B. Council Action

Discussion, consideration, possible action to approve or approve with modifications or not approve the above-referenced application for a Special Use Permit to permit the use of Child Care Center, a use permitted on review within the Single Family Residential Detached (R-1-D) zoning district, for the purpose of authorizing the operation of a home-based day care in accordance with all supplemental zoning regulations.

13. COUNCIL INPUT: None

14. ADJOURNMENT

MOTION: TO ADJOURN AT 7:45PM

MOVED BY: BARTLETT SECOND: DEAN
AYES: EASON, BARTLETT, GILES, DEAN AND LINLEY
NAYS: NONE

Approved this 3rd day of April, 2017.

MINUTES
DEL CITY MUNICIPAL SERVICES AUTHORITY
REGULAR MEETING
March 20, 2017 – 6:00 P.M
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on March 17, 2017.)

1. CALL TO ORDER AT 7:55 P.M. BY CHAIRMAN LINLEY

2. ROLL CALL

In Attendance: Trustees Floyd Eason, Ken Bartlett, Bill Giles, Michael Dean and Chairman Brian Linley.

City Employees: City Manager Mark Edwards, City Clerk Carol Noble, and City Attorney Jack Fried.

3. PUBLIC AND TRUSTEE INPUT

A. Public: None

B. Trustees: None

4. MANAGER'S REPORT:

- Pre-Construction meeting for WWTP project set for April 3, 2017.

5. CONSENT DOCKET

To approve the following items by unanimous consent, with one motion:

A. Approve budget amendment for FY 2016-2017, as shown in Exhibit A to the DCMSA agenda.

B. Approve minutes of regular meeting of the DCMSA of March 6, 2017.

MOTION: TO APPROVE CONSENT DOCKET

MOVED BY: EASON SECOND: BARLTETT

AYES: EASON, BARTLETT, GILES, DEAN AND LINLEY

NAYS: NONE

6. CONTRACT FOR YMCA TO PROVIDE SWIM LESSONS AT EAGLE HARBOR AQUATIC CENTER

Discussion, consideration, possible action to approve/deny entering into a contract with the YMCA to provide swim lessons at Eagle Harbor Aquatic Center during the pool season, for which the YMCA will pay the City \$5.00 per student; authorize Trust Chairman to endorse same; direct staff accordingly.

MOTION: TO APPROVE ENTERING INTO A CONTRACT WITH THE YMCA TO PROVIDE SWIM LESSONS AT EAGLE HARBOR AQUATIC CENTER DURING THE POOL SEASON, FOR WHICH THE YMCA WILL PAY THE CITY \$5.00 PER STUDENT; AUTHORIZE TRUST CHAIRMAN TO ENDORSE SAME.

MOVED BY: EASON SECOND: BARLTETT
AYES: EASON, BARTLETT, GILES, DEAN AND LINLEY
NAYS: NONE

Council Member Bartlett suggested concessions during lessons and requested financial reports from concession vendor.

7. REQUEST FOR PROPOSAL (RFP) NO. 1723 – AUTO SAMPLER

Discussion, consideration, possible action to award/deny RFP No. 1723 – Auto Sampler (2 each) to the lowest responsible bidder, Hach Company, for an amount not to exceed \$14,056.38. These machines are used at the Wastewater Treatment Plant to automatically and periodically take samples over a 24-hour period. One machine samples wastewater entering the facility, and the other samples water leaving the facility. The machine combines the smaller samples into a larger sample that more accurately represents the water over the 24-hour period. Standard tests are conducted on both samples, and the test results provide information as to the efficiency of the plant and identify required operational correction that needs to be made. The existing machines no longer keep the required temperature, and one is showing signs of missing samples. The samplers were approved as part of the city application to OWRB for the Wastewater Treatment Plant rehabilitation.

MOTION: TO AWARD RFP NO. 1723 – AUTO SAMPLER (2 EACH) TO THE LOWEST RESPONSIBLE BIDDER, HACH COMPANY, FOR AN AMOUNT NOT TO EXCEED \$14,056.38.

MOVED BY: EASON SECOND: BARLTETT
AYES: EASON, BARTLETT, GILES, DEAN AND LINLEY
NAYS: NONE

8. REQUEST FOR PROPOSAL (RFP) NO. 1724 – LAB BIOCHEMICAL OXYGEN DEMAND INCUBATOR

Discussion, consideration, possible action to award/deny RFP No. 1724 – Lab Biochemical Oxygen Demand (BOD) Incubator to the lowest responsible bidder, Fisher Scientific, for an amount not to exceed \$3,702.93. This machine is used at the Wastewater Plant to keep samples at a constant temperature over five days in preparation to conduct required standard testing. The existing machine was put in operation in 1986 and has stopped recording temperatures properly. During this year's EPA lab inspection, it was recommended that it be replaced. The incubator was approved as part of the city application to OWRB for the Wastewater Treatment Plant rehabilitation.

MOTION: TO AWARD RFP NO. 1724 – LAB BIOCHEMICAL OXYGEN DEMAND (BOD) INCUBATOR TO THE LOWEST RESPONSIBLE BIDDER, FISHER SCIENTIFIC, FOR AN AMOUNT NOT TO EXCEED \$3,702.93.

MOVED BY: EASON SECOND: BARLTETT
AYES: EASON, BARTLETT, GILES, DEAN AND LINLEY
NAYS: NONE

9. TRUST INPUT: Mayor Linley notified that the parade applications are on the City website.

10. ADJOURNMENT

MOTION: TO ADJOURN AT 8:05 P.M.

MOVED BY: BARTLETT SECOND: DEAN
AYES: EASON, BARTLETT, GILES, DEAN AND LINLEY
NAYS: NONE

Approved this 20th day of March, 2017.