

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

(Agenda posted on the council bulletin board at 5:00 p.m. on May 12, 2017.)

1. CALL TO ORDER AT 6:00 P.M. BY VICE MAYOR KEN BARTLETT
2. ROLL CALL

In Attendance: Council Members Floyd Eason, Ken Bartlett, Pam Finch, and Michael Dean.

Absent: Mayor Brian Linley.

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

3. INVOCATION – Given by Council Member Floyd Eason.

PLEDGE OF ALLEGIANCE – Led by Community Service Director Tom Leatherbee.

PROCLAMATION:

- Memorial Day – Read by Vice Mayor Bartlett.

4. PUBLIC AND COUNCIL INPUT

A. Public: None

B. Council:

- Dean: Bulk Trash Pickup starting May 29, 2017.
- Finch: City looked nice for parade last weekend.
- Bartlett: Striping looks great.

5. CITY MANAGER'S REPORT:

- D Don Vick with J.G.V.E. and Mike Oliver, Del City employee passed away over the weekend.
- Bridges over Reno & Scott Street are beginning.
- WWTP project is gearing up.
- Striping around city continues.
- Memorial Day history.

CITY CLERK'S REPORT:

- Net sales tax is up <\$1,030,279> <13.05%>

05-15-17

- Use tax is up <\$64,991> <29.33%>
- Tobacco tax is up <\$10,690> <10.74%>
- Hotel/Motel tax is up <\$5,733> <6.12%>

6. MINUTES

Discussion, consideration, possible action to approve minutes of regular meeting of the Council of May 1, 2017.

MOTION: TO APPROVE MINUTES OF REGULAR MEETING OF THE COUNCIL OF MAY 1, 2017.

MOVED BY: EASON SECOND: FINCH
AYES: EASON, FINCH, DEAN AND VICE MAYOR BARTLETT
NAYS: NONE

7. ENGAGEMENT LETTER FOR FY 2016-2017 AUDIT

Discussion, consideration, possible action to approve engaging Arledge & Associates, P.C., to prepare the annual financial audit and compilation report for the fiscal year ending June 30, 2017 at a cost of \$27,460.00; authorize Mayor to endorse engagement letters.

MOTION: TO APPROVE ENGAGING ARLEDGE & ASSOCIATES, P.C., TO PREPARE THE ANNUAL FINANCIAL AUDIT AND COMPILATION REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2017 AT A COST OF \$27,460.00; AUTHORIZE MAYOR TO ENDORSE ENGAGEMENT LETTERS.

MOVED BY: EASON SECOND: DEAN
AYES: EASON, FINCH, DEAN AND VICE MAYOR BARTLETT
NAYS: NONE

8. DISCUSSION ONLY – SPECIAL SALES TAX REVENUE FUND BUDGET FOR FY 2017-2018

Discussion, consideration, possible action to approve holding a discussion concerning Special Sales Tax Revenue Fund budget process, including estimated revenues and expenditures for FY 2017-2018.

MOTION: TO APPROVE HOLDING A DISCUSSION CONCERNING SPECIAL SALES TAX REVENUE FUND BUDGET PROCESS, INCLUDING ESTIMATED REVENUES AND EXPENDITURES FOR FY 2017-2018.

MOVED BY: EASON SECOND: DEAN
AYES: EASON, FINCH, DEAN AND VICE MAYOR BARTLETT
NAYS: NONE

City Manager Mark Edwards and City Clerk Carol Noble explained proposed budget and answered questions.

9. PURCHASE OF 20 SELF-CONTAINED BREATHING APPARATUS (SCBA) BOTTLES

Discussion, consideration, possible action to approve/deny the purchase of 20 SCBA bottles (the tank of the air pack used in structure fires and other hazardous incidents) from Northern Safety & Industrial under state contract number SW17241, for an amount not to exceed \$15,827.00. The new bottles will replace the Fire Department's SCBA bottles, which have either reached or will soon reach their end-of-service life. The bottles are to be replaced every 15 years. The replacement bottles are compatible with the department's current inventory of SCBA harnesses and regulators, and, as a cost-saving measure, the valves from the current bottles will be placed on the new bottles. The funds for this purchase are from the donation from Phillips 66, previously approved for acceptance by Council.

MOTION: TO APPROVE THE PURCHASE OF 20 SCBA BOTTLES FROM NORTHERN SAFETY & INDUSTRIAL UNDER STATE CONTRACT NUMBER SW17241, FOR AN AMOUNT NOT TO EXCEED \$15,827.00.

MOVED BY: EASON SECOND: FINCH
AYES: EASON, FINCH, DEAN AND VICE MAYOR BARTLETT
NAYS: NONE

Fire Chief Jim Hock explained purchase and answered questions.

10. REZONING – PC/RZ 486-17 (401 N. VICKIE DRIVE)

A. Public Hearing

Discussion, consideration, possible action to approve/deny holding a public hearing for rezoning 401 N. Vickie Drive from A-C (Arterial Commercial) to I-2 (Heavy Industrial).

MOTION: TO HOLD PUBLIC HEARING.

MOVED BY: EASON SECOND: DEAN
AYES: EASON, FINCH, DEAN AND VICE MAYOR BARTLETT
NAYS: NONE

Community Service Director Tom Leatherbee explained application.

Don Ridgewine, applicant of Choctaw explained business and plans to clear property.

MOTION: TO CLOSE PUBLIC HEARING.

MOVED BY: EASON SECOND: DEAN
AYES: EASON, FINCH, DEAN AND VICE MAYOR BARTLETT
NAYS: NONE

B. Council Action

Discussion, consideration, possible action to approve or approve with modifications or not approve the above-referenced application for rezoning 401 N. Vickie Drive from A-C (Arterial Commercial) to I-2 (Heavy Industrial) zoning district; authorize/deny revision to the Official Zoning Map; and direct staff accordingly.

MOTION: TO APPROVE WITH MODIFICATIONS OF: NO LATER THAN 30 DAYS FROM THE OPENING OF THE NEW BUSINESS AND/OR, IN ANY CASE, NO LATER THAN 90 DAYS FROM APPROVAL OF THIS REZONING, THE EXTERIOR OF THIS PROPERTY IS TO BE CLEANED OF ALL JUNK AND DEBRIS. THE INTERIOR OF THE STRUCTURE IS TO BE CLEANED OF ALL JUNK AND DEBRIS AND BROUGHT IN TO COMPLIANCE WITH APPLICABLE CODES BEFORE OCCUPANCY IS GRANTED FOR THE STRUCTURE AND/OR, IN ANY CASE, NO LATER THAN 120 DAYS FROM APPROVAL OF THIS REZONING. THE ABOVE-REFERENCED APPLICATION FOR REZONING 401 N. VICKIE DRIVE FROM A-C (ARTERIAL COMMERCIAL) TO I-2 (HEAVY INDUSTRIAL) ZONING DISTRICT; AUTHORIZE REVISION TO THE OFFICIAL ZONING MAP; AND DIRECT STAFF ACCORDINGLY.

MOVED BY: EASON SECOND: FINCH
AYES: EASON, FINCH, DEAN AND VICE MAYOR BARTLETT
NAYS: NONE

11. COUNCIL INPUT: None

12. ADJOURNMENT

MOTION: TO ADJOURN AT 7:02PM

MOVED BY: EASON SECOND: DEAN
AYES: EASON, FINCH, DEAN AND VICE MAYOR BARTLETT
NAYS: NONE

Approved this 5TH day of June, 2017.

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

(Agenda posted on the council bulletin board at 5:00 p.m. on May 12, 2017.)

1. CALL TO ORDER AT 7:02 P.M. BY VICE CHAIRMAN BARTLETT.

2. ROLL CALL

In Attendance: Trustee Floyd Eason, Pam Finch, Michael Dean and Vice Chairman Ken Bartlett.

Absent: 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:

- COMCD – All efforts to transfer title to lake have been suspended.

5. MINUTES

Discussion, consideration, possible action to approve minutes of regular meeting of the DCMSA of May 1, 2017.

MOTION: TO APPROVE MINUTES OF REGULAR MEETING OF THE DCMSA OF MAY 1, 2017.

MOVED BY: EASON SECOND: DEAN

AYES: EASON, FINCH, DEAN AND VICE CHAIRMAN BARTLETT

NAYS: NONE

6. NOMINATION AND ELECTION OF OFFICER

Discussion, consideration, possible action to approve/deny nomination and election of DCMSA Trust Secretary.

MOTION: TO APPROVE NOMINATION AND ELECTION OF PAM FINCH TO DCMSA TRUST SECRETARY.

MOVED BY: EASON SECOND: DEAN
AYES: EASON, DEAN AND VICE CHAIRMAN BARTLETT
NAYS: NONE

7. ENGAGEMENT LETTER FOR FY 2016-2017 AUDIT

Discussion, consideration, possible action to approve engaging Arledge & Associates, P.C., to prepare the annual financial audit and compilation report for the fiscal year ending June 30, 2017 at a cost of \$27,460.00; authorize Trust Chairman to endorse engagement letters.

MOTION: TO APPROVE ENGAGING ARLEDGE & ASSOCIATES, P.C., TO PREPARE THE ANNUAL FINANCIAL AUDIT AND COMPILATION REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2017 AT A COST OF \$27,460.00; AUTHORIZE TRUST CHAIRMAN TO ENDORSE ENGAGEMENT LETTERS.

MOVED BY: EASON SECOND: DEAN
AYES: EASON, FINCH, DEAN AND VICE CHAIRMAN BARTLETT
NAYS: NONE

8. REQUEST FOR PROPOSAL (RFP) NO. 1725 – UNIFORM RENTAL, PUBLIC WORKS EMPLOYEES

Discussion, consideration, possible action, to award/deny RFP No. 1725 – Uniform Rental, Public Works Employees, to the lowest responsible bidder, UniFirst Holdings, Inc. The contract will begin July 1, 2017. UniFirst Holdings, Inc., has the existing contract, and their performance has been satisfactory. Their bid represents no cost increase for the services now being provided.

MOTION: TO AWARD RFP NO. 1725 – UNIFORM RENTAL, PUBLIC WORKS EMPLOYEES, TO THE LOWEST RESPONSIBLE BIDDER, UNIFIRST HOLDINGS, INC.

MOVED BY: EASON SECOND: DEAN
AYES: EASON, FINCH, DEAN AND VICE CHAIRMAN BARTLETT
NAYS: NONE

9. REQUEST FOR PROPOSAL (RFP) NO. 1801 – CHEMICALS AND POLYMER

Discussion, consideration, possible action to award/deny RFP No. 1801 – Chemicals and Polymers to be used at the Water and Wastewater Plants during the upcoming fiscal year on an as-needed basis to the lowest responsible bidders, Brenntag Southwest, Inc., Hawkins, Inc., Mid-America Hydro Tech, and Polydyne, Inc., according to the products each vendor supplies and the bid tabulation sheets.

MOTION: TO AWARD RFP NO. 1801 – CHEMICALS AND POLYMERS TO BE USED AT THE WATER AND WASTEWATER PLANTS DURING THE UPCOMING FISCAL YEAR ON

AN AS-NEEDED BASIS TO THE LOWEST RESPONSIBLE BIDDERS, BRENNTAG SOUTHWEST, INC., HAWKINS, INC., MID-AMERICA HYDRO TECH, AND POLYDYNE, INC.

MOVED BY: EASON SECOND: FINCH
AYES: EASON, FINCH, DEAN AND VICE CHAIRMAN BARTLETT
NAYS: NONE

10. TRUST INPUT: None

11. ADJOURNMENT

MOTION: TO ADJOURN AT 7:13 P.M.

MOVED BY: EASON SECOND: DEAN
AYES: EASON, FINCH, DEAN AND VICE CHAIRMAN BARTLETT
NAYS: NONE

Approved this 5th day of June, 2017.