

MINUTES
CITY COUNCIL OF DEL CITY
REGULAR MEETING
May 21, 2018 – 6:00 P.M.
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on May 18, 2018.)

1. CALL TO ORDER AT 6:05 P.M. BY MAYOR LINLEY

2. ROLL CALL

In Attendance: Council Members Floyd Eason, Pam Finch, Michael Dean and Mayor Brian Linley.

Absent: Council Member Ken Bartlett

City Employees: City Manager Mark Edwards, Deputy Clerk Melissa Jones, and City Attorney Jack Fried.

3. INVOCATION – Given by Council Member Floyd Eason.

PLEDGE OF ALLEGIANCE – Led by Council Member Pam Finch.

4. PUBLIC AND COUNCIL INPUT

A. Public:

- Janie Hunter, 1841 Moran Rd. Choctaw, OK. Discussed property on 401 Sunnyslane Rd. that received notice of Dilapidation and lien.
- Bob Miller with Castle Row Studio thanks Del City for operation after parade.
- Tim and Shelia Coston, 2312 Eagle Dr. Del City, OK. Discussed application submitted to Del City Community Services for permit for portable building to be built in backyard.

B. Council: None

5. CITY MANAGER’S REPORT:

- Parade was a success.

CITY CLERK’S REPORT:

- Net sales tax is up <\$55,364> <0.62%>
- Use tax is up <\$53,825> <18.78%>
- Tobacco tax is up <\$2,338> <2.12%>
- Hotel/Motel tax is up <\$80,919> <71.50%>

6. MINUTES

Discussion, consideration, possible action to approve minutes of regular meeting of the Council of May 7, 2018.

MOTION: TO APPROVE MINUTES OF REGULAR MEETING OF THE COUNCIL MAY 7, 2018.

MOVED BY: EASON SECOND: FINCH
AYES: EASON, FINCH AND MAYOR LINLEY
NAYS: NONE

7. PRESENTATION – PARTNERSHIP POST’S APPRECIATION OF FIRE DEPARTMENT

Discussion, consideration, possible action to approve receiving a presentation by Mayor Brian Linley, concerning the Partnership Post’s (American Legion Post 73 and VFW Post 9969) thanks to the Del City Fire Department for its assistance with the “Post Park Clean-Up Day” and appreciation of the department’s dedication and caring support for military service organizations.

MOTION: TO APPROVE RECEIVING A PRESENTATION BY MAYOR BRIAN LINLEY, CONCERNING THE PARTNERSHIP POST’S.

MOVED BY: EASON SECOND: FINCH
AYES: EASON, FINCH AND MAYOR LINLEY
NAYS: NONE

Mayor Linley gave presentation.

8. HOUSEHOLD HAZARDOUS WASTE MEMORANDUM OF UNDERSTANDING WITH MIDWEST CITY

Discussion, consideration, possible action to approve/deny renewal of the Memorandum of Understanding (MOU) with Midwest City regarding the collection of household hazardous waste; authorize Mayor to endorse same. The MOU is for FY 2018-2019 and does not include an increase in cost. This program provides residents of Del City the opportunity to remove household hazardous waste from the waste stream, thereby protecting the environment.

MOTION: TO APPROVE RENEWAL OF THE MEMORANDUM OF UNDERSTANDING (MOU) WITH MIDWEST CITY REGARDING THE COLLECTION OF HOUSEHOLD HAZARDOUS WASTE; AUTHORIZE MAYOR TO ENDORSE SAME.

MOVED BY: EASON SECOND: FINCH
AYES: EASON, FINCH AND MAYOR LINLEY
NAYS: NONE

9. TABLE #9 FOR LATER IN MEETING.

10. REQUEST FOR PROPOSAL (RFP) NO. 1903 – JANITORIAL SERVICES

Discussion, consideration, possible action to award/deny RFP No. 1903 – Janitorial Services to the lowest responsible bidder, A & T Property Management, to clean city offices for an amount not to exceed \$12,000.00.

MOTION: TO AWARD RFP NO. 1903 – JANITORIAL SERVICES TO THE LOWEST RESPONSIBLE BIDDER, A & T PROPERTY MANAGEMENT, TO CLEAN CITY OFFICES FOR AN AMOUNT NOT TO EXCEED \$12,000.00.

MOVED BY: EASON SECOND: FINCH
AYES: EASON, FINCH AND MAYOR LINLEY
NAYS: NONE

11. ASSESS ABATEMENT COSTS TO PROPERTY OWNERS

Discussion, consideration, possible action to approve and ratify assessment costs in the total amount of \$1,824.08 to property owners for cleanup of property previously abated, in accordance with Del City Code Sections 13-106 through 13-114.

- (1) 1920 Karen Drive
Owner: Edgar Morales (Moore, OK)
Contractor Fee\$630.00
Administrative Expenses\$353.54
Mailings, photos, processing, copying, etc.....\$16.00
Total Expenses.....\$999.54

- (2) 3708 S.E. 15th Street
Owner: Delbert Delshun Johnson (Del City, OK)
Contractor Fee\$455.00
Administrative Expenses\$353.54
Mailings, photos, processing, copying, etc.....\$16.00
Total Expenses.....\$824.54

MOTION: TO APPROVE AND RATIFY ASSESSMENT COSTS IN THE TOTAL AMOUNT OF \$1,824.08 TO PROPERTY OWNERS:

- (1) 1920 Karen Drive
Owner: Edgar Morales (Moore, OK)
Total Expenses.....\$999.54

- (2) 3708 S.E. 15th Street
Owner: Delbert Delshun Johnson (Del City, OK)
Total Expenses.....\$824.54

MOVED BY: EASON SECOND: FINCH

AYES: EASON, FINCH AND MAYOR LINLEY
NAYS: NONE

12. MID-DEL HIGH SCHOOL SWIM TEAMS AT EAGLE HARBOR AQUATIC CENTER

Discussion, consideration, possible action to approve/deny a contract with the Mid-Del High School Swim Teams to use Eagle Harbor Aquatic Center for swim practice during the 2018 pool season, for which the Mid-Del High School Swim Teams will pay the City \$10.00 per student per month; authorize Mayor to endorse same; and direct staff accordingly.

MOTION: TO APPROVE A CONTRACT WITH THE MID-DEL HIGH SCHOOL SWIM TEAMS TO USE EAGLE HARBOR AQUATIC CENTER FOR SWIM PRACTICE DURING THE 2018 POOL SEASON, FOR WHICH THE MID-DEL HIGH SCHOOL SWIM TEAMS WILL PAY THE CITY \$10.00 PER STUDENT PER MONTH; AUTHORIZE MAYOR TO ENDORSE SAME; AND DIRECT STAFF ACCORDINGLY.

MOVED BY: EASON SECOND: FINCH
AYES: EASON, FINCH AND MAYOR LINLEY
NAYS: NONE

Mid-Del High School swim team Coach Kurt Norman expressed excitement and appreciation for use of Eagle Harbor Aquatic Center pool.

City Manager Mark Edwards mentioned swimmers have opportunity for part-time lifeguard job if interested.

13. RENEWAL OF AGREEMENTS FOR FY 2018-2019

Discussion, consideration, possible action to approve renewal of agreements for FY 2018-2019 as listed in Exhibit A to Council agenda.

MOTION: TO APPROVE RENEWAL OF AGREEMENTS FOR FY 2018-2019 AS LISTED IN EXHIBIT A TO COUNCIL AGENDA.

MOVED BY: EASON SECOND: FINCH
AYES: EASON, FINCH AND MAYOR LINLEY
NAYS: NONE

City Manager Mark Edwards explained contract agreements.

14. COUNCIL INPUT: None

15. ADJOURNMENT

MOTION: TO ADJOURN AT 6:55 P.M. TO DCMSA

MOVED BY: EASON SECOND: FINCH
AYES: EASON, FINCH AND MAYOR LINLEY

NAYS: NONE

MOTION: TO RECONVENE @ 7:08

MOVED BY: EASON SECOND: FINCH
AYES: EASON, FINCH AND MAYOR LINLEY
NAYS: NONE

Council Member Michael Dean in at 7:35 P.M.

9. DISCUSSION ONLY – SPECIAL SALES TAX REVENUE FUND BUDGET FOR FY 2018-2019

Discussion, consideration, possible action to approve holding a discussion concerning Special Sales Tax Revenue Fund budget process including estimated revenues and expenditures for FY 2018-2019.

MOTION: TO APPROVE HOLDING A DISCUSSION CONCERNING SPECIAL SALES TAX REVENUE FUND BUDGET PROCESS INCLUDING ESTIMATED REVENUES AND EXPENDITURES FOR FY 2018-2019.

MOVED BY: EASON SECOND: FINCH
AYES: EASON, FINCH AND MAYOR LINLEY
NAYS: NONE

City Manager Mark Edwards discussed Special Sales Tax Revenue and answered questions.

MOTION: TO ADJOURN AT 7:51 P.M.

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

Approved this 4th day of June, 2018.

MINUTES
DEL CITY MUNICIPAL SERVICES AUTHORITY
REGULAR MEETING
May 21, 2018 – 6:00 P.M
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on May 18, 2018.)

1. CALL TO ORDER AT 6:55 P.M. BY CHAIRMAN LINLEY.

2. ROLL CALL

In Attendance: Trustee Floyd Eason, Pam Finch, and Chairman Linley.

Absent: Trustee Ken Bartlett and Michael Dean.

City Employees: City Manager Mark Edwards, Deputy City Clerk Melissa Jones, and City Attorney Jack Fried.

3. PUBLIC AND TRUSTEE INPUT

A. Public: None

B. Trustees: None

4. MANAGER'S REPORT: None

5. MINUTES

Discussion, consideration, possible action to approve minutes of regular meeting of the DCMSA of May 7, 2018.

MOTION: TO APPROVE MINUTES OF REGULAR MEETING OF THE DCMSA OF MAY 7, 2018.

MOVED BY: EASON SECOND: FINCH

AYES: EASON, FINCH, CHAIRMAN LINLEY

NAYS: NONE

6. INVITATION TO BID (ITB) NO. 1905 – REPLACEMENT OF FILTER MEDIA AT THE WATER TREATMENT PLANT

Discussion, consideration, possible action to award ITB No. 1905, the purchase of filter media, from the lowest responsible bidder, Cabit Norit Americas, Inc. for an amount not to exceed \$111,037.52. The material is to replace a portion of the filter media at the Del City Water Plant. The replacement of the filter media is to reduce taste and odor problems.

MOTION: TO AWARD ITB NO. 1905, THE PURCHASE OF FILTER MEDIA TO CABIT NORIT AMERICAS, INC. FOR AN AMOUNT NOT TO EXCEED \$111,037.52.

MOVED BY: EASON SECOND: FINCH
AYES: EASON, FINCH, CHAIRMAN LINLEY
NAYS: NONE

7. REQUEST FOR PROPOSAL (RFP) NO. 1904 – STANDBY MAINTENANCE CONTRACT FOR REPAIR OF WATER WELLS

Discussion, consideration, possible action to award RFP No. 1904 – Maintenance Contract for Repair of Water Wells, to Frontier Logging Corporation, the only bidder. Frontier Logging Corporation is qualified and has successfully performed repairs in the City in the past. Services will be provided only on an as-needed basis.

MOTION: TO AWARD RFP NO. 1904 – MAINTENANCE CONTRACT FOR REPAIR OF WATER WELLS, TO FRONTIER LOGGING CORPORATION.

MOVED BY: EASON SECOND: FINCH
AYES: EASON, FINCH, CHAIRMAN LINLEY
NAYS: NONE

8. EXPENDITURES FOR BULK TRASH PICKUP EVENTS

Discussion, consideration, possible action to approve and ratify the expenditure of additional funds amounting to \$26,275.92 required to pay for trash collected through the bulk waste collection program.

MOTION: TO APPROVE AND RATIFY THE EXPENDITURE OF ADDITIONAL FUNDS AMOUNTING TO \$26,275.92 REQUIRED TO PAY FOR TRASH COLLECTED THROUGH THE BULK WASTE COLLECTION PROGRAM.

MOVED BY: EASON SECOND: FINCH
AYES: EASON, FINCH, CHAIRMAN LINLEY
NAYS: NONE

City Manager Mark Edwards explained expenditure of additional funds.

9. RENEWAL OF AGREEMENTS FOR FY 2018-2019

Discussion, consideration, possible action to approve renewal of agreements for FY 2018-2019 as listed in Exhibit A to the DCMSA agenda.

MOTION: TO APPROVE RENEWAL OF AGREEMENTS FOR FY 2018-2019 AS LISTED IN EXHIBIT A TO THE DCMSA AGENDA.

MOVED BY: EASON SECOND: FINCH
AYES: EASON, FINCH, CHAIRMAN LINLEY

NAYS: NONE

10. TRUST INPUT: None

11. ADJOURNMENT

MOTION: TO ADJOURN AT 7:04 P.M.

MOVED BY: EASON SECOND: FINCH

AYES: EASON, FINCH, CHAIRMAN LINLEY

NAYS: NONE

Approved this 4th day of June, 2018.

MINUTES
DEL CITY ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
May 21, 2018 – 6:00 P.M
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on May 18, 2018.)

1. CALL TO ORDER AT 7:04 P.M. BY VICE CHAIRMAN LINLEY
2. ROLL CALL

In Attendance: Trustees Floyd Eason, Pam Finch, and Vice Chairman Brian Linley.

Absent: Chairman Ken Bartlett, and Michael Dean.

City Employees: City Manager Mark Edwards, Deputy City Clerk Melissa Jones, and City Attorney Jack Fried.

3. PUBLIC AND TRUSTEE INPUT
 - A. Public: None
 - B. Trustees: None
4. CONSENT DOCKET

Discussion, consideration, possible action to approve the following items by unanimous consent, with one motion:

- A. Approve budget amendment for FY 2017-2018, as shown in Exhibit A to the DCEDA agenda.
- B. Approve minutes of regular meeting of the DCEDA of May 7, 2018.

MOTION: TO APPROVE CONSENT DOCKET

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

5. EXECUTION OF PARTIAL RELEASE OF RIGHT OF WAY BY PHILLIPS 66 PIPELINE LLC

Discussion, consideration, possible action to approve/deny execution of Partial Release of Right of Way by Phillips 66 Pipeline LLC; authorize Trust Chairman to endorse same.

MOTION: TO APPROVE EXECUTION OF PARTIAL RELEASE OF RIGHT OF WAY BY PHILLIPS 66 PIPELINE LLC; AUTHORIZE TRUST CHAIRMAN TO ENDORSE SAME.

MOVED BY: EASON SECOND: FINCH

AYES: EASON, FINCH, AND VICE CHAIRMAN LINLEY
NAYS: NONE

Community Service Director Tom Leatherbee explained partial release of Right of Way and answered questions.

6. TRUST INPUT: None

7. ADJOURNMENT

MOTION: TO ADJOURN AT 7:08 P.M.

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

Approved this 4th day of June, 2018