

MINUTES
CITY COUNCIL OF DEL CITY
REGULAR MEETING
July 3, 2017 – 6:00 P.M.
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on June 30, 2017.)

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

2. ROLL CALL

In Attendance: Council Members Ken Bartlett, Pam Finch, Michael Dean and Mayor Linley.

Absent: Council Member Floyd Eason.

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 Mayor Linley.

4. PUBLIC AND COUNCIL INPUT

A. Public: None

B. Council:

- Finch: Pothole at Holliday and 29th needs repair. Happy Fourth of July to all.
- Dean: Code Enforcement and citizens are doing a good job with mowing. Need final inspection at end of projects.

5. CITY MANAGER’S REPORT:

- Reno street bridge construction is still underway.

CITY CLERK’S REPORT: None

6. CONSENT DOCKET

Discussion, consideration, possible action 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 June 19, 2017.

07-03-17

- C. Approve blanket purchase order for Taylor and Messner Property Preservation in the amount of \$7,500.00 from Account No. 35-510-363 for Code Enforcement abatements for FY 2017-2018.
- D. Approve blanket purchase order for Steven K. Wesnidge (Steve's Contractor Service) in the amount of \$7,500.00 from Account No. 35-510-363 for Code Enforcement abatements for FY 2017-2018.

MOTION: TO APPROVE CONSENT DOCKET

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

7. NOMINATION/APPOINTMENT TO BOARD OF ADJUSTMENT

Discussion, consideration, possible action to approve appointment of Mayor's nomination to Board of Adjustment position (Will Case), said term not to exceed July 3, 2020.

MOTION: TO APPROVE APPOINTMENT OF MAYOR'S NOMINATION TO BOARD OF ADJUSTMENT POSITION (WILL CASE), SAID TERM NOT TO EXCEED JULY 3, 2020.

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

Mr. Case sworn in by Mayor Linley.

8. OKLAHOMA COUNTY JAIL SERVICES AGREEMENT

Discussion, consideration, possible action to approve/deny the Oklahoma County Jail Services Agreement for FY 2017-2018; authorize Mayor to endorse same.

MOTION: TO APPROVE THE OKLAHOMA COUNTY JAIL SERVICES AGREEMENT FOR FY 2017-2018; AUTHORIZE MAYOR TO ENDORSE SAME.

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

9. ANIMAL SHELTER CONTRACT RENEWAL WITH OKLAHOMA CITY

Discussion, consideration, possible action to approve renewal of contractual agreement between the City of Oklahoma City (Animal Welfare division) and the City of Del City for FY 2017-2018; authorize Mayor to endorse same.

MOTION: TO APPROVE RENEWAL OF CONTRACTUAL AGREEMENT BETWEEN THE CITY OF OKLAHOMA CITY (ANIMAL WELFARE DIVISION) AND THE CITY OF DEL CITY FOR FY 2017-2018; AUTHORIZE MAYOR TO ENDORSE SAME.

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

10. RESOLUTION – 911 EMERGENCY PHONE FEE RATE

Discussion, consideration, possible action to approve Resolution No. 07-03-17A, establishing the rate for Nine-One-One Emergency Telephone Service fee for calendar year 2018 at 3% of the recurring charges as designated by the tariff; authorize Mayor to endorse same. (This reflects no change in current rates.)

MOTION: TO APPROVE RESOLUTION NO. 07-03-17A, ESTABLISHING THE RATE FOR NINE-ONE-ONE EMERGENCY TELEPHONE SERVICE FEE FOR CALENDAR YEAR 2018 AT 3% OF THE RECURRING CHARGES AS DESIGNATED BY THE TARIFF; AUTHORIZE MAYOR TO ENDORSE SAME.

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

11. LEASE AGREEMENT FOR COPIER IN HUMAN RESOURCES OFFICE

Discussion, consideration, possible action to approve a lease agreement with R.K. Black, Inc., for a Ricoh copier to be used in the HR office, for the amount of \$77.90 per month; authorize signatures as necessary. This is a 36-month lease with maintenance and toner included.

MOTION: TO APPROVE A LEASE AGREEMENT WITH R.K. BLACK, INC., FOR A RICOH COPIER TO BE USED IN THE HR OFFICE, FOR THE AMOUNT OF \$77.90 PER MONTH; AUTHORIZE SIGNATURES AS NECESSARY.

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

12. ASSESS EMERGENCY ABATEMENT COSTS TO PROPERTY OWNER

Discussion, consideration, possible action to approve and ratify assessment costs in the total amount of \$1,559.54 to property owner for previously completed abatement of public nuisance constituting a grave and immediate danger to the public peace, health, safety, morals or welfare, in accordance with Del City Code Sections 13-88(a).

- (1) 4012 Lawn Drive
 Owner: Thunderback Inc. (Warr Acres, OK)
 Contractor Fee\$840.00
 Administrative Expenses\$353.54
 Additional Admin. Expenses (Emergency)\$150.00
 Additional Staff Involvement (Inspectors)\$200.00
 Mailings, photos, processing, copying, etc.....\$16.00
 Total Expenses.....\$1,559.54

MOTION: TO APPROVE AND RATIFY ASSESSMENT COSTS IN THE TOTAL AMOUNT OF \$1,559.54 TO PROPERTY OWNER AT 4012 LAWN DRIVE.

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

13. ASSESS ABATEMENT COSTS TO PROPERTY OWNERS

Discussion, consideration, possible action to approve and ratify assessment costs in the total amount of \$9,814.90 to property owners for cleanup of property previously abated, in accordance with Del City Code Sections 13-106 through 13-114.

- (1) 3225 Chetwood Drive
 Owner: Shawn M and Amy D Wright (Oklahoma City, OK)
 Contractor Fee\$850.00
 Administrative Expenses\$353.54
 Mailings, photos, processing, copying, etc.....\$16.00
 Total Expenses.....\$1,219.54

- (2) 3500 Frostwood Terrace
 Owner: Jason D and Jessica L Stottlemyer (Mascoutah, IL)
 Contractor Fee\$450.00
 Administrative Expenses\$353.54
 Mailings, photos, processing, copying, etc.....\$16.00
 Total Expenses.....\$819.54

- (3) 709 Howard Drive
 Owner: Bobby B and Hans K Christain (Wichita, KS)
 Contractor Fee\$300.00
 Administrative Expenses\$353.54
 Mailings, photos, processing, copying, etc.....\$16.00
 Total Expenses.....\$669.54

- (4) 1616 Lariat Lane
 Owner: Yadira Cordova (Oklahoma City, OK)
 Contractor Fee\$500.00
 Administrative Expenses\$353.54
 Mailings, photos, processing, copying, etc.....\$16.00
 Total Expenses.....\$869.54
- (5) 3125 Longridge Road
 Owner: Yadira Cordova (Oklahoma City, OK)
 Contractor Fee\$300.00
 Administrative Expenses\$353.54
 Mailings, photos, processing, copying, etc.....\$16.00
 Total Expenses.....\$669.54
- (6) 3901 Mallard Drive
 Owner: Beneficial Oklahoma Inc. (Midwest City, OK)
 Contractor Fee\$400.00
 Administrative Expenses\$353.54
 Mailings, photos, processing, copying, etc.....\$16.00
 Total Expenses.....\$769.54
- (7) 217 S. Matthews Place
 Owner: West Coast Dev. (Oklahoma City, OK)
 Contractor Fee\$950.00
 Administrative Expenses\$353.54
 Mailings, photos, processing, copying, etc.....\$16.00
 Total Expenses.....\$1,319.54
- (8) 3005 Simmons Drive
 Owner: Secretary of Housing and Urban Development (Washington, D.C.)
 Contractor Fee\$500.00
 Administrative Expenses\$353.54
 Mailings, photos, processing, copying, etc.....\$16.00
 Total Expenses.....\$869.54
- (9) 4700 Trapp Drive
 Owner: Jason C and Lakeista L Finney (Guthrie, OK)
 Contractor Fee\$650.00
 Administrative Expenses\$353.54
 Mailings, photos, processing, copying, etc.....\$16.00
 Total Expenses.....\$1,019.54
- (10) 4110 S.E. 11th Street
 Owner: Katy L Terrel (Del City, OK)

Contractor Fee	\$450.00
Administrative Expenses	\$353.54
Mailings, photos, processing, copying, etc.....	<u>\$16.00</u>
Total Expenses.....	\$819.54

(11) 3125 S.E. 16th Street

Owner: Sonny Sabus (Del City, OK)

Contractor Fee	\$400.00
Administrative Expenses	\$353.54
Mailings, photos, processing, copying, etc.....	<u>\$16.00</u>
Total Expenses.....	\$769.54

MOTION: TO APPROVE AND RATIFY ASSESSMENT COSTS IN THE TOTAL AMOUNT OF \$9,814.90 TO PROPERTY OWNERS AT:

(1) 3225 CHETWOOD DRIVE

(2) 3500 FROSTWOOD TERRACE

(3) 709 HOWARD DRIVE

(4) 1616 LARIET LANE

(5) 3125 LONGRIDGE ROAD

(6) 3901 MALLARD DRIVE

(7) 217 S. MATTHEWS PLACE

(8) 3005 SIMMONS DRIVE

(9) 4700 TRAPP DRIVE

(10) 4110 S.E. 11TH STREET

(11) 3125 S.E. 16TH STREET

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

14. APPLICATION OF CDBG SMALL CITIES 2017 GRANT

Discussion, consideration, possible action to:

- A. Hold a public hearing regarding the Application of the 2017 CDBG Grant.

MOTION: TO HOLD PUBLIC HEARING.

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

City Clerk Carol Noble explained grant application and answered questions.

No public input.

MOTION: TO CLOSE PUBLIC HEARING.

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

- B. Approve CDBG 2017 in the amount of \$103,859.00; authorize Mayor to endorse all contract documents in the CDBG packet.

MOTION: TO APPROVE CDBG 2017 IN THE AMOUNT OF \$103,859.00; AUTHORIZE MAYOR TO ENDORSE ALL CONTRACT DOCUMENTS IN THE CDBG PACKET.

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

- C. Approve Resolution No.07-03-17B, requesting assistance through CDBG Small Cities 2017 funding.

MOTION: TO APPROVE RESOLUTION NO.07-03-17B, REQUESTING ASSISTANCE THROUGH CDBG SMALL CITIES 2017 FUNDING.

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

- D. Approve Citizen Participation Plan for CDBG Small Cities 2017 funding.

MOTION: TO APPROVE CITIZEN PARTICIPATION PLAN FOR CDBG SMALL CITIES 2017 FUNDING.

MOVED BY: FINCH SECOND: BARTLETT
AYES: BARTLETT, FINCH, DEAN AND MAYOR LINLEY

NAYS: NONE

15. EXECUTIVE SESSION

Discussion, consideration, possible action to approve recessing to executive session pursuant to the Oklahoma Open Meeting Act, 25 O.S. § 301 et seq. for the purpose of the following:

Discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee, pursuant to 25 O.S. § 307(B)(1).

City Attorney Jack Fried stated that in his opinion these matters qualify for Executive Session.

MOTION: TO RECESS TO EXECUTIVE SESSION AT 6:35PM

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

RECONVENE FROM EXECUTIVE SESSION AT 8:25PM

16. ACTION FROM EXECUTIVE SESSION

Discussion, consideration, possible action deemed appropriate, if any, arising from discussions held in executive session concerning matters pertaining to the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee.

MOTION: TO PROCEED AS DISCUSSED

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

17. COUNCIL INPUT: None

18. ADJOURNMENT

MOTION: TO ADJOURN AT 8:26PM

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

Approved this 17th day of July, 2017.

MINUTES
DEL CITY MUNICIPAL SERVICES AUTHORITY
REGULAR MEETING
July 3 2017 – 6:00 P.M
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on June 30, 2017.)

1. CALL TO ORDER AT 8:26 P.M. BY CHAIRMAN BRIAN LINLEY.
2. ROLL CALL

In Attendance: Trustee Ken Bartlett, Pam Finch, Michael Dean and Chairman Linley.

Absent: Trustee Floyd Eason

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:

- Normal meeting at COMCD on July 6, 2017.
- WWTP construction proceeding.

5. MINUTES

Discussion, consideration, possible action to approve minutes of regular meeting of the DCMSA of June 19, 2017.

MOTION: TO APPROVE MINUTES OF REGULAR MEETING OF THE DCMSA OF JUNE 19, 2017.

MOVED BY: BARTLETT SECOND: DEAN

AYES: BARTLETT, FINCH, DEAN AND CHAIRMAN LINLEY.

NAYS: NONE

6. TRUST INPUT: None

7. ADJOURNMENT

MOTION: TO ADJOURN AT 8:28 P.M.

07-03-17

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

Approved this 17th day of July, 2017.