

MINUTES  
CITY COUNCIL OF DEL CITY  
REGULAR MEETING  
August 21, 2017 – 6:00 P.M.  
3701 SE 15<sup>th</sup> Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on August 18, 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, and Pam Finch.

Absent: Mayor Brian Linley and Council Member Michael Dean.

City Employees: City Manager Mark Edwards, Deputy City 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: None

B. Council:

- Bartlett: Shopping center at Reno and Sooner, weeds are too high and need cut.

5. CITY MANAGER’S REPORT:

- Met with JGVE engineer last week regarding a proposed drainage project on Del View at Mich.
- Met with Rick Cobb, Mid-Del School Superintendent to discuss the upcoming bond issue.
- Attended ORT meeting and received financial audit with no findings.
- Met with IEFF President to discuss concerns that the Firemen had with the pending sales tax.

CITY CLERK’S REPORT:

- Net sales tax is up <\$59,535> <3.77%>
- Use tax is down <\$1,629> <3.49%>
- Tobacco tax is down <\$2,570> <12.79%>
- Hotel/Motel tax is up <\$816> <3.62%>

08-07-17

6. 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 Council agenda. Requested by City Clerk Carol Noble
- B. Approve minutes of regular meeting of the Council of August 7, 2017. Requested by City Clerk Carol Noble
- C. Approve blanket purchase order for Fleet Maintenance Division for FY 2017-2018 under account 01-518-218. Requested by Public Works Director Bill Graham

01-0316	Advance	\$1,000.00
01-1079	P&K Equipment	750.00
01-0443	Perfection	500.00
01-1765	Pro Power	<u>500.00</u>
	Total	\$2,750.00

**MOTION: TO ACCEPT CONSENT DOCKET**

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

7. NOMINATIONS/APPOINTMENTS

- A. Discussion, consideration, possible action to approve reappointment of R. Blaine Nice as Municipal Judge; approve reappointment of Susan Rogers as alternate Municipal Judge; and approve reappointment of Sheila Thee as additional alternate Municipal Judge, said terms not to exceed August 1, 2019.

**MOTION: TO APPROVE REAPPOINTMENT OF R. BLAINE NICE AS MUNICIPAL JUDGE; APPROVE REAPPOINTMENT OF SUSAN ROGERS AS ALTERNATE MUNICIPAL JUDGE; AND APPROVE REAPPOINTMENT OF SHEILA THEE AS ADDITIONAL ALTERNATE MUNICIPAL JUDGE, SAID TERMS NOT TO EXCEED AUGUST 1, 2019.**

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

- B. Discussion, consideration, possible action to approve appointment of Mayor’s nomination (Stacie Freitas) for Beautification Committee position, said term not to exceed October 1, 2020.

**MOTION: TO APPROVE APPOINTMENT OF MAYOR’S NOMINATION (STACIE FREITAS) FOR BEAUTIFICATION COMMITTEE POSITION, SAID TERM NOT TO EXCEED OCTOBER 1, 2020.**

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

Vice Mayor Bartlett swore in Stacie Freitas.

8.    **PRESENTATION – SPECIAL RECOGNITION OF MAJOR JODY SUIT AND CAPTAIN BRIAN WOFFORD**

Discussion, consideration, possible action to approve receiving a presentation from Mayor Brian Linley, giving special recognition to Major Jody Suit and Captain Brian Wofford upon the occasion of their retirement from the Del City Police Department.

**MOTION: TO APPROVE RECEIVING A PRESENTATION FROM MAYOR BRIAN LINLEY, GIVING SPECIAL RECOGNITION TO MAJOR JODY SUIT AND CAPTAIN BRIAN WOFFORD UPON THE OCCASION OF THEIR RETIREMENT FROM THE DEL CITY POLICE DEPARTMENT.**

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

City Manager Mark Edwards, Police Chief Phil Taylor, and Human Resources Director John Smith spoke of Jody Suit and Brian Wofford’s accomplishments and expressed their appreciation for their service.

Vice Mayor Bartlett presented to Jody Suit a special recognition plaque.

9.    **RESOLUTION – WORKERS’ COMPENSATION CLAIM**

Discussion, consideration, possible action to approve/deny Resolution No. 08-21-17A ratifying and authorizing Compromise Settlement of Workers’ Compensation Court of Existing Claims Claim No. WCC 2014-10732K, James J. McManus v. City of Del City; authorizing Entry of Judgment of the Compromise Settlement, and rendition of future compromise settlements, settlements, awards and orders of the Workers’ Compensation Court of Existing Claims to judgment, as authorized by 85 O.S. § 42, 62 O. S. § 365.1, et seq., and Article 10 § 28 of the Oklahoma Constitution; authorize Mayor to endorse same; authorize/deny issuance of checks in the total amounts and from accounts as set forth on Exhibit “B” to the Council agenda; authorize/deny City Attorney to deliver payment to claimant or claimant’s attorney upon receipt of appropriate releases and completion of Compromise Settlement proceedings.

**MOTION: TO APPROVE RESOLUTION NO. 08-21-17A AS WRITTEN WITH THE ACCEPTION OF CORRECTION TO EXHIBIT B WITH TOTAL AMOUNTS OF \$13,378.75 CORRECTED TO \$17,500.00 AND \$17,889.66 CORRECTED TO \$18,510.91; AUTHORIZE ISSUANCE OF CHECKS IN THE TOTAL AMOUNTS AND FROM ACCOUNTS AS SET FORTH ON EXHIBIT “B” TO THE COUNCIL AGENDA; AUTHORIZE ATTORNEY TO DELIVER PAYMENT TO CLAIMANT OR CLAIMANT’S ATTORNEY UPON RECEIPT OF APPROPRIATE RELEASES AND COMPLETION OF COMPROMISE SETTLEMENT PROCEEDINGS.**

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

10. GRANT OF PERMANENT UTILITY EASEMENT TO OG&E

Discussion, consideration, possible action to approve/deny granting permanent utility easement, as described on Exhibit C to the Council agenda, to Oklahoma Gas and Electric Company for the purpose of relocating transmission lines related to development consistent with the Eagle Point Apartments Remediation Project Plan.

**MOTION: TO APPROVE GRANTING PERMANENT UTILITY EASEMENT, AS DESCRIBED ON EXHIBIT C TO THE COUNCIL AGENDA, TO OKLAHOMA GAS AND ELECTRIC COMPANY FOR THE PURPOSE OF RELOCATING TRANSMISSION LINES RELATED TO DEVELOPMENT CONSISTENT WITH THE EAGLE POINT APARTMENTS REMEDIATION PROJECT PLAN.**

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

Tom Leatherbee Director of Community Services explained easement to OG&E.

11. SPECIAL USE PERMIT– PC/UR 493-17 (1351 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 OPEN PUBLIC HEARING**

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

Tom Leatherbee Director of Community Services explained special use permit.

Greg Farris with T-Mobile asked if there were any questions.

**MOTION: TO CLOSE PUBLIC HEARING**

MOVED BY: EASON          SECOND: FINCH  
AYES: EASON, FINCH, 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 a Special Use Permit to permit the unit use classification of a Communication Services: Towers, a use permitted on review within the Arterial Commercial (A-C) zoning district, for the purpose of authorizing the addition of one additional equipment installation on and around an existing wireless communications tower.

**MOTION: TO APPROVE SPECIAL USE PERMIT– PC/UR 493-17 (1351 S. SUNNYLANE ROAD) WITH MODIFICATIONS THAT ALL GRAVEL OUTSIDE OF THE EXISTING FENCED AREA IS TO BE CLEANED AND REMOVED AND REESTABLISHED EXCEPT FOR IN THE AREA OF A PROPERLY PAVED DRIVE AND APPROACH. SCREENING AS APPROVED BY THE BUILDING OFFICIAL IS TO BE INSTALLED ON THE FENCE OR ON THE OUTSIDE OF THE FENCE TO PERMIT THE UNIT USE CLASSIFICATION OF A COMMUNICATION SERVICES; AUTHORIZING THE ADDITION OF ONE ADDITIONAL EQUIPMENT INSTALLATION ON AND AROUND AN EXISTING WIRELESS COMMUNICATIONS TOWER.**

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

12.    SPECIAL USE PERMIT– PC/UR 500-17 (ALCOHOL SERVICE AT I-40 AND SCOTT STREET DEVELOPMENT)

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 OPEN PUBLIC HEARING**

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

Tom Leatherbee Director of Community Services explained special use permit and development.

**MOTION: TO CLOSE PUBLIC HEARING**

MOVED BY: EASON          SECOND: FINCH  
AYES: EASON, FINCH, 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 a Special Use Permit to permit the unit use(s) of Eating Establishments: Sit-Down, Alcohol Permitted and Drinking Establishments: Sit-Down, Alcohol Permitted as part of a commercial center including one or more restaurants and/or other venues that may serve alcohol, including beer, wine or mixed beverages.

**MOTION: TO APPROVE THE ABOVE-REFERENCED APPLICATION FOR A SPECIAL USE PERMIT TO PERMIT THE UNIT USE(S) OF EATING ESTABLISHMENTS: SIT-DOWN, ALCOHOL PERMITTED AND DRINKING ESTABLISHMENTS: SIT-DOWN, ALCOHOL PERMITTED AS PART OF A COMMERCIAL CENTER INCLUDING ONE OR MORE RESTAURANTS AND/OR OTHER VENUES THAT MAY SERVE ALCOHOL, INCLUDING BEER, WINE OR MIXED BEVERAGES.**

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

13. RESOLUTION APPROVING REDEVELOPMENT AGREEMENT WITH HUNT PROPERTIES, INC.

Discussion, consideration, possible action to approve/deny Resolution No. 08-21-17B, a resolution approving a Redevelopment Agreement with Hunt Properties, Inc. for the development of property located generally south of Interstate 40, north of Del Mar Drive, east of Crooked Oak Creek, and west of Scott Street, pursuant to the Scott Street South Redevelopment Project Plan; authorize Mayor to endorse resolution.

**MOTION: TO APPROVE RESOLUTION NO. 08-21-17B, A RESOLUTION APPROVING A REDEVELOPMENT AGREEMENT WITH HUNT PROPERTIES, INC. FOR THE DEVELOPMENT OF PROPERTY LOCATED GENERALLY SOUTH OF INTERSTATE 40, NORTH OF DEL MAR DRIVE, EAST OF CROOKED OAK CREEK, AND WEST OF SCOTT STREET, PURSUANT TO THE SCOTT STREET SOUTH REDEVELOPMENT PROJECT PLAN; AUTHORIZE MAYOR TO ENDORSE RESOLUTION.**

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

Tom Leatherbee Director of Community Services explained redevelopment agreement.

Emily Pomeroy explained project plan and answered questions.

14. RENEWAL OF WORKERS' COMPENSATION OWN RISK PERMIT #11388

Discussion, consideration, possible action to approve application to the Workers' Compensation Court for permit (#11388) to carry own risk Workers' Compensation coverage; authorize Mayor to endorse same. A 60-day pre-expiration date filing of application is mandated by the Court and \$1,000.00 application fee (shared by City & DCMSA) previously approved.

**MOTION: TO APPROVE APPLICATION TO THE WORKERS' COMPENSATION COURT FOR PERMIT (#11388) TO CARRY OWN RISK WORKERS' COMPENSATION COVERAGE; AUTHORIZE MAYOR TO ENDORSE SAME.**

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

15. COUNCIL INPUT: None

16. ADJOURNMENT

**MOTION: TO ADJOURN AT 7:15PM**

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

Approved this 5<sup>th</sup> day of September, 2017.

MINUTES  
DEL CITY MUNICIPAL SERVICES AUTHORITY  
REGULAR MEETING  
August 21, 2017 – 6:00 P.M  
3701 SE 15<sup>th</sup> Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on August 18, 2017.)

1. CALL TO ORDER AT 7:23 P.M. BY VICE CHAIRMAN KEN BARTLETT.
2. ROLL CALL

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

Absent: Chairman Brian Linley and Trustee 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. 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 DCMSA agenda.
- B. Approve minutes of regular meeting of the DCMSA of August 7, 2017.
- C. Approve blanket purchase order for Fleet Maintenance Division for FY 2017-2018 under account 20-530-218.

01-1224	J&R Equipment	\$750.00
01-0443	Perfection	<u>750.00</u>
	Total	\$1,500.00

- D. Approve blanket purchase order for Fleet Maintenance Division for FY 2017-2018 under account 20-534-218. Requested by Public Works Director Bill Graham

08-07-17



01-0281	J&E Supply & Fasteners	\$750.00
01-1224	J&R Equipment	750.00
01-0443	Perfection	<u>500.00</u>
	Total	\$2,000.00

**MOTION: TO APPROVE CONSENT DOCKET**

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

6. ROOF REPAIRS – FLEET MAINTENANCE BUILDING

Discussion, consideration, possible action to approve/deny the use of the Oklahoma State, Office of Management and Enterprise Services, Contract R14041, to replace the roof on one of the two Fleet Maintenance Buildings. The total cost, including a 3.5% service charge for contract management fees, is \$56,603.41.

**MOTION: TO APPROVE THE USE OF THE OKLAHOMA STATE, OFFICE OF MANAGEMENT AND ENTERPRISE SERVICES, CONTRACT R14041, TO REPLACE THE ROOF ON ONE OF THE TWO FLEET MAINTENANCE BUILDINGS. THE TOTAL COST, INCLUDING A 3.5% SERVICE CHARGE FOR CONTRACT MANAGEMENT FEES, IS \$56,603.41.**

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

7. PRESENTATION – UPDATE ON THE PROGRESS OF THE REHABILITATION AT THE WASTEWATER TREATMENT PLANT

Discussion, consideration, possible action to approve/deny receiving a presentation regarding the status of the Wastewater Treatment Plant rehabilitation.

**MOTION: TO APPROVE RECEIVING A PRESENTATION REGARDING THE STATUS OF THE WASTEWATER TREATMENT PLANT REHABILITATION.**

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

WWTP Supervisor Mike Davis gave presentation and status of WWTP and answered questions.

Public Work Director Bill Graham spoke on progress of the WWTP.

8. OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ) – WATER LINE PERMIT

Discussion, consideration, possible action to accept DEQ Permit No. WL000055170421 for the construction of approximately 2,660 LF of six (6) inch water lines, and all appurtenances to serve the City of Del City Epperly Addition Water Line Replacement Project. The project is between Epperly Drive and Vickie Drive on SE 23rd and 24th Streets.

**MOTION: TO ACCEPT DEQ PERMIT NO. WL000055170421 FOR THE CONSTRUCTION OF APPROXIMATELY 2,660 LF OF SIX (6) INCH WATER LINES, AND ALL APPURTENANCES TO SERVE THE CITY OF DEL CITY EPPERLY ADDITION WATER LINE REPLACEMENT PROJECT.**

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

City Manager Mark Edwards spoke on construction and water line appurtenances.

9. TRUST INPUT: None

10. ADJOURNMENT

**MOTION: TO ADJOURN AT 7:36 P.M.**

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

Approved this 5<sup>th</sup> day of September, 2017.

MINUTES  
DEL CITY ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING  
August 21, 2017 – 6:00 P.M  
3701 SE 15<sup>th</sup> Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on August 18, 2017.)

1. CALL TO ORDER AT P.M. BY CHAIRMAN BARTLETT.
2. ROLL CALL

In Attendance: Trustees Floyd Eason, Pam Finch, and Chairman Ken Bartlett.

Absent: Trustees Brian Linley 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. MINUTES

To approve minutes of regular meeting of the DCEDA of August 7, 2017.

**MOTION: MOTION: TO APPROVE MINUTES OF REGULAR MEETING OF THE DCEDA OF AUGUST 7, 2017.**

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

5. GRANT OF PERMANENT UTILITY EASEMENTS TO OG&E

Discussion, consideration, possible action to approve/deny granting permanent utility easements, as described on Exhibits A, B, and C to the DCEDA agenda, to Oklahoma Gas and Electric Company for the purpose of relocating transmission lines related to development consistent with the Eagle Point Apartments Remediation Project Plan.

**MOTION: TO APPROVE GRANTING PERMANENT UTILITY EASEMENTS, AS DESCRIBED ON EXHIBITS A, B, AND C TO THE DCEDA AGENDA, TO OKLAHOMA GAS AND ELECTRIC COMPANY FOR THE PURPOSE OF RELOCATING TRANSMISSION**

08-07-17

**LINES RELATED TO DEVELOPMENT CONSISTENT WITH THE EAGLE POINT APARTMENTS REMEDIATION PROJECT PLAN.**

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

6.    RESOLUTION APPROVING REDEVELOPMENT AGREEMENT WITH HUNT PROPERTIES, INC.

Discussion, consideration, possible action to approve/deny Resolution No. 08-21-17A, a resolution approving a Redevelopment Agreement with Hunt Properties, Inc. for the development of property located generally south of Interstate 40, north of Del Mar Drive, east of Crooked Oak Creek, and west of Scott Street, pursuant to the Scott Street South Redevelopment Project Plan; authorize Chairman to endorse resolution.

**MOTION: TO APPROVE RESOLUTION NO. 08-21-17A, A RESOLUTION APPROVING A REDEVELOPMENT AGREEMENT WITH HUNT PROPERTIES, INC. FOR THE DEVELOPMENT OF PROPERTY LOCATED GENERALLY SOUTH OF INTERSTATE 40, NORTH OF DEL MAR DRIVE, EAST OF CROOKED OAK CREEK, AND WEST OF SCOTT STREET, PURSUANT TO THE SCOTT STREET SOUTH REDEVELOPMENT PROJECT PLAN; AUTHORIZE CHAIRMAN TO ENDORSE RESOLUTION.**

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

7.    RESOLUTION APPROVING AGREEMENT WITH DEL CITY URBAN RENEWAL AUTHORITY

Discussion, consideration, possible action to approve/deny Resolution No. 08-21-17B, a Resolution approving an Agreement with the Del City Urban Renewal Authority regarding the transfer of property, pursuant to the Scott Street South Redevelopment Plan; authorize Chairman to endorse resolution.

**MOTION: TO APPROVE RESOLUTION NO. 08-21-17B, A RESOLUTION APPROVING AN AGREEMENT WITH THE DEL CITY URBAN RENEWAL AUTHORITY REGARDING THE TRANSFER OF PROPERTY, PURSUANT TO THE SCOTT STREET SOUTH REDEVELOPMENT PLAN; AUTHORIZE CHAIRMAN TO ENDORSE RESOLUTION.**

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

Emily Pomeroy spoke about project plan.

8.    TRUST INPUT: None

9. ADJOURNMENT

**MOTION: TO ADJOURN AT 7:44 PM**

MOVED BY: EASON          SECOND: FINCH

AYES: EASON, FINCH, AND CHAIRMAN BARTLETT.

NAYS: NONE

Approved this 5<sup>th</sup> day of September, 2017.