

**MINUTES**  
**Regular Meeting - City of Anadarko**  
**Anadarko City Hall**  
**501 W. Virginia, Anadarko, Oklahoma**  
**Monday, July 11<sup>th</sup>, 2016 at 6:00pm**

**1. PRELIMINARY**

**1.1. Invocation and Flag Salute**

**1.2. Call to Order**

**1.3. Roll Call**

Clerk called roll:

Present	Callahan	Present	McGlothlin		
Present	Rufus Vance	Absent	JJ Vance		
Present	Pedersen	Present	Novotny	Present	Eastwood

**1.4. Hearing Session/Citizen Presentation**

*The Procedures to follow if you address the council are: The Council requests that you express your ideas in five minutes or less and refrain from any personal attacks or derogatory statements about any City employee, a fellow citizen, or anyone else, whether in the audience or not. The Mayor will limit discussion whenever he deems such an action appropriate to the proper conduct of the meeting. At the conclusion of an open call to the public, individual members of the Council may ask Staff to review a matter or may ask that a matter be put on a future agenda. However, members of the Council shall not discuss or take legal action on any matters during an open call to the public unless the matters are properly noticed for discussion and legal action.*

**2. AGENDA**

**2.1.** Discussion and possible action to approve the consent agenda. All items may be approved by one motion. Any item may be removed at Council's request.

2.1.1. Minutes from Regular Meeting – June 13<sup>th</sup>, 2016, Public Hearing/Special Meeting June 21<sup>st</sup>, Special Meeting June 23<sup>rd</sup>, 2016

2.1.2. Check Register for General Fund – June 2016

2.1.3. Financial Statement Summary – June 2016

Motion made by Stephany Novotny and seconded by Wes Callahan to approve the consent agenda with corrections made to the Minutes dated 06/13/2016 adding the motion and vote for Ordinance 1256.

Vice Mayor	Wesley Callahan	Aye	Ward 1	Rufus Vance	Aye	Ward 2	Rodney Pedersen	Aye
Ward 3	Kelley McGlothlin	Aye	Ward 4	JJ Vance	Absent	Ward 5	Stephanie Novotny	Aye
Mayor	Kyle Eastwood	Aye	Motion Passed					

**2.2.** Discuss/consider/vote to file the Chamber of Commerce Activity Report and Financial Report for June 2016. David discussed various aspects regarding the success of Honor America – and the June Financial Reports. David estimates 1500 people plus. Many new vendors participated and the fireworks this year was 7 minutes and the previous year the fireworks. The minutes and financial were presented and filed.

**2.3.** Discuss/consider/vote to approve payment to OMAG for 2<sup>nd</sup> installment of Property coverage in the amount of \$17,422.75

Kenneth explained that this is our 2<sup>nd</sup> installment for annual Property coverage.

Motion was made by Stephanie Novotny and seconded by Kelly Mclothlin to approve item 2.3 as written

Present	Callahan	Present	McGlothlin		
Present	Rufus Vance	Absent	JJ Vance		
Present	Pedersen	Present	Novotny	Present	Eastwood

**2.4.** Discuss/consider/vote to approve payment to OMAG for 2<sup>nd</sup> installment of liability coverage in the amount of \$20,192.50

Kenneth explained that this is our 2<sup>nd</sup> installment for annual Liability coverage.

Motion was made by Stephanie Novotny and seconded by Kelly Mclothlin to approve item 2.4 as written

Present	Callahan	Present	McGlothlin		
Present	Rufus Vance	Absent	JJ Vance		
Present	Pedersen	Present	Novotny	Present	Eastwood

**2.5.** Discuss/consider/vote to approve the Memorandum of Understanding between the City of Anadarko and the Bureau of Indian Affairs – Office of Justice Services

This MOU with the BIA was previously approved and needs to be re approved because the BIA made a few modification to the wording not the context of the agreement.

Motion was made by Rodney Pedersen and seconded by Rufus Vance to approve item 2.5 as written

Present	Callahan	Present	McGlothlin		
Present	Rufus Vance	Absent	JJ Vance		
Present	Pedersen	Present	Novotny	Present	Eastwood

**2.6.** Discuss/consider/vote to approve the Service Agreement between Institute for Building Technology and Safety and the City of Anadarko

Kenneth explained that currently the State Fire Marshall must review and approve building plans before city permits can be purchased and work started. Currently the back log for plan approval through DEQ is quite lengthy. This agreement enables the city to handle the process utilizing IBTS. The city can charge a service fee to provide the service to contractors. The city would would set up a separate fund to track the funds received and/or expended.

Motion was made by Rodney Pedersen and seconded by Kelly McGlothlin to approve item 2.6 as written

Present	Callahan	Present	McGlothlin		
Present	Rufus Vance	Absent	JJ Vance		
Present	Pedersen	Present	Novotny	Present	Eastwood

**2.7.** Discuss/consider/vote to approve the Agreement between the Oklahoma Department of Transportation with The City of Anadarko for landscaping

Kenneth explained the MOU provides the city with right away approval for beautification project throughout the city of Anadarko.

Motion was made by Wes Callahan and seconded by Rodney Pedersen to approve item 2.7 as written

Present	Callahan	Present	McGlothlin		
Present	Rufus Vance	Absent	JJ Vance		
Present	Pedersen	Present	Novotny	Present	Eastwood

**2.8.** Discuss/consider/vote to adopt Resolution 16-04 approving a school zone for the Anadarko Head Start  
Kenneth explained Resolution 16-04 was requested by the Anadarko Head Start to place School Zones

Motion was made by Rodney Pedersen and seconded by Kelley McGlothlin to approve item 2.8 as written

Present	Callahan	Present	McGlothlin		
Present	Rufus Vance	Absent	JJ Vance		
Present	Pedersen	Present	Novotny	Present	Eastwood

**2.9.** Discuss/consider/vote to adopt Resolution 16-05 approving the Fair Housing Act  
Resolution 16-04

Kenneth explained Resolution 16-05 is the annual Fair Housing Act that we are required to renew annually

Motion was made by Stephanie Novotny and seconded by Wes Callahan to approve item 2.9 as written

Present	Callahan	Present	McGlothlin		
Present	Rufus Vance	Absent	JJ Vance		
Present	Pedersen	Present	Novotny	Present	Eastwood

**2.10.** Discuss/consider/vote to adopt Resolution 16-06 approving a participation agreement with the State of Oklahoma Department of Transportation in a traffic control and safety project

Kenneth explained Resolution 16-06 expands the school zone on Petree Road to include the area where students actually cross during lunch. ODOT will pay half and the city will pay half of the cost.

Motion was made by Wes Callahan and seconded by Rodney Pedersen to approve item 2.10 as written

Present	Callahan	Present	McGlothlin		
Present	Rufus Vance	Absent	JJ Vance		
Present	Pedersen	Present	Novotny	Present	Eastwood

**2.11.** Discuss/consider/vote to adopt Resolution 16-07 to accept and execute the grant agreement with the USDA to purchase self-breathing apparatus for the Fire Department

Kenneth explained that the USDA approved the SBA grant applied for in 2015 was approved at \$39,000.00 rather than the \$49,999.99 as originally requested. If the council approves acceptance of the grant the city will need to pay the additional amount from Contingency Funds.

Motion was made by Stephanie Novotny and seconded by Rodney Pedersen to approve item 2.11 as written

Present	Callahan	Present	McGlothlin		
Present	Rufus Vance	Absent	JJ Vance		
Present	Pedersen	Present	Novotny	Present	Eastwood

**2.12.** Discuss/consider/vote to adopt Ordinance 1257 amending Section 3-9-9B Chapter 9 Title 3 of the Anadarko City Code

Kenneth explained that Ordinance 1257 more clearly defines where Garage Sales can be placed and the hours of placement.

Motion was made by Rodney Pedersen and seconded by Rufus Vance to approve item 2.12 as written

Present	Callahan	Present	McGlothlin		
Present	Rufus Vance	Absent	JJ Vance		
Present	Pedersen	Present	Novotny	Present	Eastwood

Motion was made by Rodney Pedersen and seconded by Rufus Vance to approve the emergency clause for Ordinance 1257.

Present	Callahan	Present	McGlothlin		
Present	Rufus Vance	Absent	JJ Vance		
Present	Pedersen	Present	Novotny	Present	Eastwood

**2.13.** Discuss/consider/vote to adopt Ordinance 1258 amending Section 9-3-2 Chapter 3 Title 9 of the Anadarko City Code

Kenneth explained that Ordinance 1258 authorizes the city provide plan review services as required by state law in lieu of the reviews being processed through the State Fire Marshall's Office.

Motion was made by Wes Callahan and seconded by Rodney Pedersen to approve item 2.13 as written

Present	Callahan	Present	McGlothlin		
Present	Rufus Vance	Absent	JJ Vance		
Present	Pedersen	Present	Novotny	Present	Eastwood

**2.14.** Discuss/consider/vote to approve the Building & Drainage Plans for construction of a new Sanctuary at the Grace Church Fellowship.

Motion was made by Wes Callahan and seconded by Stephanie Novotny to approve item 2.14 as written

Present	Callahan	Present	McGlothlin		
---------	----------	---------	------------	--	--

In Accordance with the Oklahoma Open Meeting Law, the notice of meeting and agenda were posted on July 8<sup>th</sup>, 2016 by 5:00pm at Anadarko City Hall, 501 W. Virginia, Anadarko, Oklahoma and sent to the Anadarko Daily News, Anadarko, Oklahoma by email or fax.

Present	Rufus Vance	Absent	JJ Vance		
Present	Pedersen	Present	Novotny	Present	Eastwood

**2.15.** Discuss/consider/vote to enter into executive session per OS 25§ 307 B (1) discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public employee and OS 25 § 307 B (2) discussing negotiations concerning employees and representatives of employee groups.

Motion was made by Rodney Pedersen and seconded by Stephanie Novotny to approve enter into executive session

Present	Callahan	Present	McGlothlin		
Present	Rufus Vance	Absent	JJ Vance		
Present	Pedersen	Present	Novotny	Present	Eastwood

2.15.1. 6 month review – Kenneth Corn

**2.16.** Discuss/consider/vote to approve to reconvene from executive session

Motion was made by Kelley McGlothlin and seconded by Rodney Pedersen to approve take action as a result of executive session.

Present	Callahan	Present	McGlothlin		
Present	Rufus Vance	Absent	JJ Vance		
Present	Pedersen	Present	Novotny	Present	Eastwood

**2.17.** Discuss/consider/vote to take action regarding executive session

6 month review – Kenneth Corn

Motion was made by Rodney Pedersen and seconded by Kelley McGlothlin to approve take action as a result of executive session.

Present	Callahan	Present	McGlothlin		
Present	Rufus Vance	Absent	JJ Vance		
Present	Pedersen	Present	Novotny	Present	Eastwood

### **3. CITY MANAGER'S REPORT**

- Explained that additional funds for the SBA Loan will be paid from General Fund Contingency Fund
- Discussed the power boxes at the light poles at the park are broken and need to be replaced
- A brochure was prepared explaining the City's Beautification project and that he will be visiting businesses in town to solicit support.
- The North Municipal Complex will be sodded as soon as the grading and watering of the soil is complete
- Explained that the contract mowing is working well and is enabling city crews to concentrate on more critical projects at the park.
- Explained that there are issues at the cemetery; Kenneth is working to resolve the issues
- We are going to start locking the gates at the ball field to monitor use. Citizens are required to come to city hall to obtain a permit and schedule the date and times of use.
- ODOT – HWY8 are working with the city regarding the drainage project. ODOT will clean out debris and the city will maintain after project completion
- The Park Crew worked to approximately 1:30am after Honor America Day celebrations were complete. They are being paid time in a half comp time.
- Kenneth and Kyle met with OU Architect on Saturday to look at the Armory Building. The architect felt that the building is wonderful – sound building. The cost to upgrade and renovate would run 3,000,000.00 to 5,000,000.00 which is less than originally anticipated. The next plan of action is to have a set of plans drawn up of the actual building

### **4. COMMENTS BY COUNCIL MEMBERS**

### **5. NEW BUSINESS**

### **6. ADJOURN**

In Accordance with the Oklahoma Open Meeting Law, the notice of meeting and agenda were posted on July 8<sup>th</sup>, 2016 by 5:00pm at Anadarko City Hall, 501 W. Virginia, Anadarko, Oklahoma and sent to the Anadarko Daily News, Anadarko, Oklahoma by email or fax.

**Motion was made by Stephanie Novotny and seconded by Rodney Pedersen to adjourn**

Vice Mayor	Wesley Callahan	Aye	Ward 1	Rufus Vance	Aye	Ward 2	Rodney Pedersen	Aye
Ward 3	Kelley McGlothlin	Aye	Ward 4	JJ Vance	Absent	Ward 5	Stephanie Novotny	Aye
Mayor	Kyle Eastwood	Aye	Motion Passed					

IN WITNESS HEREOF, I hereunto subscribed by name as Mayor of the city council for the City of Anadarko and have caused the stamp of seal of said council to be hereunto affixed to this 8th day of August, 2016.

\_\_\_\_\_  
Kyle Eastwood, Mayor

\_\_\_\_\_  
Jo Spanglehour, City Clerk