**Minutes**

Regular Meeting - City of Anadarko

Anadarko City Hall

501 W. Virginia, Anadarko, Oklahoma

Monday, December 8, 2014 – Immediately after Public Hearing

1. **PRELIMINARY**
   1. Invocation and Flag Salute
   2. Call to Order
   3. Roll Call

Present WES CALLAHAN \_\_\_\_\_ VACANT Present RUFUS VANCE

Present JJ VANCE Present RODNEY PEDERSEN

Present STEPHANIE NOVOTNY Present JERRY MARCUM

* 1. 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.*

1. **AGENDA**
   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.
      1. Minutes of Regular Meeting held November, 2014, minutes from November 24, 2014 Special Meeting, minutes from the December 1, 2014 Special Meeting.
      2. Payment of Claims for General Government Accounts for November 2014
      3. Financial Statement Report for period ending November 2014

Motion was made by Rodney Pedersen and seconded by JJ Vance to approve the consent agenda as written.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.2** Discuss/consider/file the Chamber of Commerce Activities for November 2014 and Upcoming Events for 2014 and the Chamber of Commerce November 2014 Financial Reports.

Sarah Stevens explained the plans for the 2014 Holiday Parade and Tree Lighting Event scheduled for December 13, 2014. The parade will begin at the Heritage Museum and end at the Court House.

Motion was made by Stephanie Novotny and seconded by Rodney Pedersen to file Chamber of Commerce Reports as written.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.3** Discuss/consider/vote to accept the resignation of Ward 3 Councilman, Jeremy Hall.

Motion was made by Stephanie Novotny and seconded by JJ Vance to accept item 2.3 as written.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.4** Discuss/consider/vote to adopt Resolution 14-23 appointing a Ward 3 Representative on the City Council to fulfill the remaining term of that seat.

After discussion a motion was made to table item 2.4 until the January meeting to provide other citizens the opportunity to apply for the vacancy.

Motion was made to table item 2.4 by Wes Callahan and seconded by JJ Vance.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.5** The Mayor shall open bids for RFP 14-07 Water Tank for the Fire Department.

The Mayor opened bids received for RFP 14-07:

1 – United Plastic, North Andover, MI $18,415.90

2 – Plastmac Inc., Wellington, TX $20,273.57

3 – Custom Composites, LLC, OKC, OK $18,082.79

**2.6** Discuss/consider/vote to approve the 2015 Annual Contract for Fire Services with Caddo County.

Greg explained that this would be the first time that the Anadarko Fire Department would be included to receive a portion of the ½ cent sales tax that is spread between 23 rural fire departments within Caddo County. The funds received are to be utilized for Rural Fire expenses and equipment.

Motion was made by Wes Callahan and seconded by Rodney Pederson to approve item 2.6 as written.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.7** Discuss/consider/vote to authorize changing the holiday date for the Christmas closure from December 24th & December 25th to December 25th and December 26th.

After discussion a motion was made by Rodney Pedersen and seconded by JJ Vance to approve item 2.7 as written.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.8** Discuss/consider/vote to adopt Resolution 14-24 and Resolution 14-25 appointing purchasing agents for carrying out contracts for the following CDBG Grant Project and the Revenue Bond Loan Projects:

**2.8.1** Ryburn Construction Solutions – WTP Filter Valves & Controls Replacement Project – CDBG Grant Project

**2.8.2** Brewer Construction - Storm Sewer Project (Phase 1A and Phase 1B) – Revenue Bond Project

**2.8.3** Wynn Construction – 18” Storm Sewer Repair and Asphalt Patching Crossing US-62 – Revenue Bond Project

Motion was made by Stephanie Novotny and seconded by JJ Vance to approve item 2.8 as written.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.9** Discuss/consider/vote to approve the 2015 Employee Benefits Package Agreement for Health, Dental, Vision and Life Insurance.

Shirley explained that there is no increase in the health insurance package, but that the city would like to offer the employees an opportunity to buy up their policy in which the employee would pay an increased fee for better coverage if they choose to do so. There is an increase in the Dental portion.

Motion was made by Rodney Pedersen and seconded by Stephanie Novotny to approve item 2.9 as written.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.10** Discuss/consider/vote to authorize the final payment invoice from Today’s Roofing in the amount of $96,170.00.

Rocky explained that the museum roof project was complete and requested approval of final invoice payment.

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

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.11** Discuss/consider/vote to authorize the first payment to Brewer Construction for the CDBG Grant Storm Sewer Project Phase 1A in the amount of $91,443.13.

Motion was made by Wes Callahan and seconded by Stephanie Novotny to approve item 2.11 as written.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.12** Discuss/consider/vote to approve demolition of condemned properties located at 504 and 506 E Virginia as funds become available.

Skip Wilkerson explained that the city could demolish the property located at 504 E Virginia but that we would need to obtain a quote to demolish the property at 506 E. Virginia.

Motion was made to approve the properties at 504 & 506 E Virginia condemned and to approval demolition of 504 E Virginia but to hold off on the demolition of 506 E Virginia.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.13** Discuss/consider/vote to adopt Ordinance 1233 amending portions of city code Title 7, Chapter 3 Municipal Cemetery to increase rates and prices of grave spaces or openings and to adopt modifications, deletions, and additions to city code Title 7, Chapter 3.

Motion was made to by Stephanie Novotny and seconded by Rodney Pedersen to approve item 2.13 as written.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.14** Discuss/consider/vote to approve the City Manager to solicit RFP 14-08 for Oil and Gas lease at:

**16-7N-10W-55.84 Total Net Acres**

Lot 6, Lot 7 and SW/4: 15.35 Net Acres

Lot 14, Lot 15 and W/2 SE/4: 40.49 Net Acres

**28-7N-10W-210.305179 Total Net Acres**

E/2 W/2 NW/4, L & E a tract of land: 36.805179 Net Acres

SE/4 NE/4: 40 Net Acres

E/2 NW/4, L & E the E/2 E/2 E/2 NW/4: 50 Net Acres

E/2 SW/4: 20 Net Acres

NE/4 SW4: E/2 E/2 NW/4 SW/4; E/2 W/2 E/2 NW/4 SW/4, L & E a tract of land 53.50 Net Acres

**23-7N-10W-20 Total Net Acres**

NW/4:20 Net Acres

Rocky explained that RFP14-08 to solicit bids for oil and gas lease was prepared at council’s request.

Motion was made by Stephanie Novotny and seconded by Rodney Pedersen to approve item 2.14 as written.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.15** Discuss**/** consider/vote to approve a contract for services with the Anadarko Chamber of Commerce for calendar year 2015 to be funded from General Fund General Government Chamber of Commerce line item (01-581-705).

Motion was made by Rodney Pedersen and seconded by Wes Callahan to approve item 2.15 as written.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.16** Discuss/ consider/make recommendations/vote to adopt Resolution 14-26 approving the annual budget for calendar year 2015 for the City of Anadarko**.** After discussion a motion was made to table item 2.16 and schedule a special meeting for item 2.16 on December 15, 2014.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.17** 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 officer or employee and OS 25 § 307 B (2) discussing negotiations concerning employees and representatives of employee groups.

**2.17.1** Contract -Rocky Rogers as City Manager

**2.17.2** Contract - Tom Zynda as City Attorney

**2.17.3** Contract - Terry Bruner as Municipal Judge

**2.17.4** Contract - Dr. John Flynn as Medical Director

Motion was made by Stephanie Novotny and seconded by JJ Vance to enter into executive session regarding item 2.17 1 thru 2.17.4.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.18** Discuss/consider/vote to reconvene from executive session.

Motion was made by Stephanie Novotny and seconded by JJ Vance to reconvene from executive session

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

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

**2.19.1** Contract -Rocky Rogers as City Manager

Motion was made by Wes Callahan and seconded by Rodney Pedersen not to renew Rocky Roger’s Contract.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.19.2** Contract - Tom Zynda as City Attorney

Motion was made by Wes Callahan and seconded by Rodney Pedersen to approve Tom Zynda’s contract.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.19.3** Contract - Terry Bruner as Municipal Judge

Motion was made by Wes Callahan and seconded by Stephanie Novotny to table item 2.19.3 until the January 12, 2015 Meeting.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**2.19.4** Contract - Dr. John Flynn as Medical Director

Motion was made by Wes Callahan and seconded by Stephanie Novotny to approve Dr. John Flynn’s contract.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

1. **CITY MANAGER’S REPORT**

* Rocky reported that the Mission Street Phase 1 project was progressing well and should be finished next week.
* Rocky advised that replacement windows and doors were being installed at the Sr. Center.

1. **COMMENTS BY COUNCIL MEMBER**
2. **NEW BUSINESS**
3. **ADJOURN**

Motion was made by Rodney Pedersen and seconded by JJ Vance to adjourn.

Aye WES CALLAHAN \_\_\_\_\_ VACANT

Aye RUFUS VANCE Aye JJ VANCE

Aye RODNEY PEDERSEN Aye STEPHANIE NOVOTNY

Aye JERRY MARCUM Motion Passed

**In witness whereof, I hereunto subscribed by name as Mayor of the City of Anadarko and have caused the stamp or seal of said council to be hereunto affixed to this January 12, 2015.**

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**Jerry Marcum, Mayor Shirley Grose, Deputy City Clerk**