
JANUARY 16, 2024 MINUTES

The Meeting of the Bristow City Council Meeting was called to order in the Council Chambers of the Municipal Building at 7:00 P.M. A roll call was had with the following members present. Mayor Kris Wyatt, Councilman: Joe Church, Jeryn Fletcher, Frank Groom, Judd Johns, Brian Peters, Jeff Roberts and Randy Witty. Council members absent: Tanya Langley.

Reverend Jon Tidwell opened with Prayer and then led the Pledge of Allegiance.

Motion was made by Church with a second by Johns approving the Minutes of the January 2, 2024, meeting. A roll call was had with the following members present voting as follows: Church, Aye; Fletcher, Aye; Groom, Aye; Johns, Aye; Peters, Aye; Roberts, Aye and Witty, Aye. Motion passed.

Motion was made by Johns with a second by Church approving the Minutes of the January 8, 2024, Special meeting. A roll call was had with the following members present voting as follows: Church, Aye; Fletcher, Aye; Groom, Aye; Johns, Aye; Peters, Aye; Roberts, Aye and Witty, Aye. Motion passed.

Motion was made by Roberts with a second by Peters accepting the resignation from Councilmember Tanya Langley from Ward 3. A roll call was had with the following members present voting as follows: Church, Aye; Fletcher, Aye; Groom, Aye; Johns, Aye; Peters, Aye; Roberts, Aye and Witty, Aye. Motion passed.

A presentation was made by John Tidwell, Chamber President to discuss Brick Road Media. He hopes it will become the Hub of the Town, with all kinds of information, including City Council Meeting dates, Emergency Management, Bristow Chamber of Commerce. What may be happening in and around our city. Mayor Wyatt asked how many Cities have this kind of program? Councilman Roberts asked how much for this program? Could we possibly get a grant to help pay for it. John said they could work that out.

A presentation was made by Steve Gilbert on the Fiscal Year 2024-2025 budget plan with leadership team, related discussion, and possible action if requested by the City Council. Steve is working with Mayor Kris Wyatt, the Treasury Department, and the Department Heads. There is a meeting on January 18, 2024. Each Department head will come up with their own Budget and access Incode to implement Purchase orders and such. Development and the direction of Council.

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Motion was made by Peters with a Second by Roberts approving the Consent Agenda.

- a. Approval of Un-paid Claims in the amount of \$2,879.52.
- b. Approval of Paid Claims in the amount of \$18.00.
- c. Approval of Library State Aid Fund in the amount of \$8, 841.25.
- d. Approval of Actual Payroll Claims in the amount of \$102,016.78, for pay period ending January 5, 2024.
- e. Approval of Estimated Payroll Claims in the amount of \$100,271.43, for pay period ending January 19, 2024.
- f. Approval of Estimated Payroll Claims in the amount of \$99,465.98, for pay period ending February 2, 2024.
- g. Approval of Claim #1124 to Appsmart, CSP, Inc. in the amount of \$464.52, for Microsoft 365 Business.
- h. Approval of Claim #122823 to Appsmart, CSP, Inc. in the amount of \$606.29, for Microsoft 365 Business.
- i. Approval of Claim #5221 to Sellers Tire in the amount of \$12.00, for tire repair.
- j. Approval of Claim #11524 to Joe Church in the amount of \$25.00, for Trustee Fees for Special meeting on December 11, 2023.
- k. Approval of Claim #11524FG to Frank Groom in the amount of \$25.00, for Trustee Fees for Special meeting on December 11, 2023.
- l. Approval of Claim #11524JJ to Judd Johns in the amount of \$25.00, for Trustee Fees for Special meeting on December 11, 2023.
- m. Approval of Claim #11524BP to Brian Peters in the amount of \$25.00, for Trustee Fees for Special meeting on December 11, 2023.
- n. Approval of Claim #11524RW to Randy Witty in the amount of \$25.00, for Trustee Fees for Special meeting on December 11, 2023.
- o. Approval of Claim #101723 to Law Enforcement Psych Services in the amount of \$125.00, for Andrew Wedel, Psychological Evaluation.
- p. Approval of Claim #103123 to Unifirst in the amount of \$280.24, for Public Works T-Shirts.
- q. Approval of Claim #11524 to Walmart Vendor, Capital One in the amount of \$255.89, for supplies for Christmas luncheon (police department).
- r. Approval of Claim #20093 to Mainer Ford in the amount of \$36,609.00, for the purchase of one (1) 2017 Ford Super Duty F-450 crew cab. (paid from ARPA Funds).
- s. Approval of Claim #20094 to Andy Armstrong in the amount of \$450.00, for Grant Administration on the WWTP Project, (paid from Grant match Fund).

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- t. Approval of Claim #20095 to Andy Armstrong in the amount of \$1,000.00, for Grant Administration on the Heartland Industrial Park. (paid from Grant Match Fund).
- u. Approval of Claim #20096 to Vreeland Taylor & Associates in the amount of \$3,500.00, for Consulting Services for Economic Development and Grant Writing, for December 2023. (paid from Economic Development).
- v. Approval of Claim #20097 to Vreeland Taylor & Associates in the amount of \$3,500.00, for Consulting Services for Economic Development and Grant Writing for January 2024. (paid from Economic Development).

A roll call was had with the following members present voting as follows: Church, Aye; Fletcher, Aye; Groom, Aye; Johns, Aye; Peters, Aye; Roberts, Aye; and Witty, Aye. Motion passed.

Motion was made by Roberts with a second by Church to open a Public hearing for the purpose of discussing the Bristow's Community Development Block Grant (17041 CDBG 17), Sanitary Sewer System Improvement Project. Andy Armstrong gave an update about the Sanitary Sewer Project Improvement Plan. Weather permitting, they plan on finishing by the end of the month. Councilman Peters asked if we were on with budget, Andy said yes and should have a final estimate by the end of the month.

Motion was made by Roberts with a second by Peters to Close the Public hearing. A roll call was had with the following members present voting as follows: Church, Aye; Fletcher, Aye; Groom, Aye; Johns, Aye; Peters, Aye; Roberts, Aye; and Witty, Aye. Motion passed.

Motion was made by Johns with a second by Peters approving to adopt a Resolution authorizing the Mayor and Staff to sign Closeout Documents related to the City of Bristow's Community Development Block Grant (18548 CDBG 21) for Sanitary Sewer System Improvements. A roll call was had with the following members present voting as follows: Church, Aye; Fletcher, Aye; Groom, Aye; Johns, Aye; Peters, Aye; Roberts, Aye; and Witty, Aye. Motion passed.

Motion was made by Peters with a second by Roberts to table item # 13 until the February 5th meeting. Item reads as follows. Consideration, discussion, and possible action approving the Manual of Fees. A roll call was had with the following members present voting as follows: Church, Aye; Fletcher, Aye; Groom, Aye; Johns, Aye; Peters, Aye; Roberts, Aye; and Witty, Aye. Motion passed.

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Motion was made by Peters with a second by Church approving to Table Item # 14 until the February 2, 2024, meeting. Item reads as follows. Consideration, discussion, and possible action regarding nuisance and dilapidated properties, related strategies for addressing the properties, including, but not limited to activation of an Urban Renewal Authority. A roll call was had with the following members present voting as follows: Church, Aye; Fletcher, Aye; Groom, Aye; Johns, Aye; Peters, Aye; Roberts, Aye; and Witty, Aye. Motion passed.

Presentation was made regarding "Are you OK" from the Police department. Mayor Wyatt had a meeting with City Attorney Beth Anne Childs saying that several communities have a program to check on the elderly that live alone. Possibly getting a spare key, phone number to check with them to see if they are ok.

Motion was made by Roberts with a second by Peters to name the ally between East 6th and E 7th "Bob Grant Way". A roll call was had with the following members present voting as follows: Church, Aye; Fletcher, Aye; Groom, Aye; Johns, Aye; Peters, Aye; Roberts, Aye; and Witty, Aye. Motion passed.

Motion was made by Peters with a second by Witty on an agreement with Guy Engineering for engineering, design, geotech, surveying, and other site-related services on the Northside Development-Cornerstone Property. A roll call was had with the following members present voting as follows: Church, Aye; Fletcher, Aye; Groom, Aye; Johns, Aye; Peters, Aye; Roberts, Aye; and Witty, Aye. Motion passed.

Motion was made by Witty with a second by Roberts regarding a Second Amendment to Hospital Development Agreement, by and between the City of Bristow, Oklahoma, the Bristow Hospital Authority, and Carrus Lakeside Hospital, L.L.C. City Attorney Beth Anne Childs said they election passed and she has had a conversation with Jordyn Case from Carrus Lake Side Hospital and she said that almost Four (4) million dollars was spent on the Hospital. There was discussions about the CT equipment and the city being responsible for it. And Carrus has asked that the city pay for a portion of the Furniture. There is no more money to invest into hospital with out a grant. Councilman Johns asked if the CT & Ct Building be Capital Improvement. Councilman Roberts asked if Carrus can walk away right now, Beth Anne said yes, they could but, they won't. They just need One million Dollars for Operations at the Hospital. The council agreed to take no action at this time. A roll call was had with the following members present voting as follows: Church, Aye; Fletcher, Aye; Groom, Aye; Johns, Aye; Peters, Aye; Roberts, Aye; and Witty, Aye. Motion passed.

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Motion was made by Johns with a second by Peters to Table item # 19 until the January 22, 2024 special meeting. Item read as follows. Consideration, discussion, and possible action regarding Master Lease Agreements by and between the City of Bristow, Oklahoma, and Tower Point (or its designee or assign, including TPA VII, LLC) regarding leases of property owned by the City of Bristow generally located at 1199 South Maple and 233 West 12th Street, Bristow, Oklahoma. A roll call was had with the following members present voting as follows: Church, Aye; Fletcher, Aye; Groom, Aye; Johns, Aye; Peters, Aye; Roberts, Aye; and Witty, Aye. Motion passed.

Motion was made by Peters with a second by Witty on possible preview of an Ordinance Amending Section 28-131, "Play Streets, Authority to Establish," and Section 28-233, "Designation of Crosswalks and Safety Zones," to provide flexibility in administration rather than just Council approval. A roll call was had with the following members present voting as follows: Church, No; Fletcher, Aye; Groom, No; Johns, No; Peters, Aye; Roberts, No; and Witty, Aye. Motion did not pass.

Motion was made by Roberts with a second by Peters to enter into executive session for confidential communications and discussions with legal counsel and other staff members as requested and required to discuss the following:

- a. The possible employment of Ashley Hinshaw as Deputy Treasurer and to place her as a signer at the banks and remove the previous deputy treasurer as authorized by 25 O.S. §307(B)(1).

A roll call was had with the following members present voting as follows: Church, Aye; Fletcher, Aye; Groom, Aye; Johns, Aye; Peters, Aye; Roberts, Aye; and Witty, Aye.

The Bristow City Council Meeting reconvened with the following members present. Mayor Kris Wyatt, Councilman: Joe Church, Jeryn Fletcher, Frank Groom, Judd Johns, Brian Peters, Jeff Roberts and Randy Witty.

Motion was made by Roberts with a second by Peters to employ Ashley Hinshaw as Deputy Treasurer and to place her as a signer at the banks and remove the previous deputy treasurer, at a rate of \$14.45, effective January 16, 2024, with a 4-month probation period, as authorized by 25 O.S. §307(B)(1). A roll call was had with the following members present voting as follows: Church, Aye; Fletcher, Aye; Groom, Aye; Johns, Aye; Peters, Aye; Roberts, Aye; and Witty, Aye.

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Report from the Mayor. We approve urban authority.

Report from Department Directors. All Good


City Attorney's Report. Talked enough.

Comments from Mayor and Council. Councilman Johns would like to thank the Police, Fire and Public works Department for all they do!

New Business. None

Motion was made by Johns with a second by Roberts to Adjourn. A roll call was had with the following members present voting as follows: Church, Aye; Fletcher, Aye; Groom, Aye; Johns, Aye; Peters, Aye; Roberts, Aye; and Witty, Aye.


SABRINA MOUNCE, CITY CLERK


KRIS WYATT, MAYOR