City of Bristow

 **Bristow**

*The Woodland Queen*  AGENDA OF A

*EST. 1898* PUBLIC MEETING

**BRISTOW CITY COUNCIL MEETING**

**110 WEST 7TH, BRISTOW, OKLAHOMA 74010**

**7:00 P.M., JUNE 5, 2023 (MONDAY)**

**Official action can only be taken on items which appear on the agenda. The City Council may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the City Council may refer the matter to the Mayor or the City Attorney, or back to a committee or recommending body. Under certain circumstances, items may be deferred to a specific later date or stricken from the agenda entirely.**

1. **Call to Order.**
2. **Roll Call.**
3. **Invocation.**
4. **Pledge of Allegiance.**
5. **Approval of City Council Meeting Minutes: May 15, 2023.**
6. **Consideration, discussion, and possible acceptance of the resignation of Randy Witty as a Ward 1 Council Member with an effective date of June 6, 2023.**
7. **Presentation by No One You Know, LLC, about Building a Community Center on the Old Washington School Property.**
8. **Presentation on the Energy Savings Program with Oklahoma Gas and Electric.**
9. **Consideration, discussion, and possible approval of the Consent Agenda:**

* 1. **Approval of Maintenance Claims in the amount of $174,773.90.**
	2. **Approval of Paid Claims in the amount of $9,050.46.**
	3. **Approval of Un-paid Claims in the amount of $1,384.52.**

* 1. **Approval of Capital Improvement Claims in the amount of $500.00.**
	2. **Approval of Library State Aid Claims in the amount of $449.09.**

* 1. **Approval of Actual Payroll Claims in the amount of $90,551.91, for pay period ending May 26, 2023.**
	2. **Approval of Estimated Payroll Claims in the amount of $98,502.42, for pay period ending June 9, 2023.**

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* 1. **Approval of Claim #20073 to Andy Armstrong in the amount of $2,227.07, for Grant Administration. (paid from Grant Match Fund)**
	2. **Approval of Claim #21012 to Professional Engineering Consultants, PA (PEC) in the amount of $15,300.29, for Professional Services on the Swimming Pool. (paid from Swimming Pool 2021A)**
	3. **Ratification of an Inter-Cooperative Agreement with the Creek County Industrial Authority for improvements to real property owned by the Industrial Authority as allowed by Oklahoma State Statutes.**
	4. **Ratification of Final Pay Request Number 13 submitted by Cherokee Pride Construction, Inc. for construction of the runway relocation project at the Jones Memorial Airport.**
	5. **Ratification of Change Order Number 2 submitted by Cherokee Pride Construction, Inc. for construction of the runway relocation project at the Jones Memorial Airport.**
	6. **Approval to surplus equipment, materials, and supplies and authorize the Mayor to sell the equipment, materials, and supplies in accordance with State Statute.**
	7. **Approval of an Airport Hangar Lease for Hangar Number 7 with Larry Pinney.**
	8. **Approval of the “Notice of Availability” of the Annual Audit for Fiscal Year 2021-2022.**
	9. **Approval of a Professional Services Agreement with the Childs Law Firm, PLLC, for Fiscal Year 2023-2024**
	10. **Approval of a Resolution Determining the Cost set forth in Exhibit “A” in the amount of $5,338.58 on the property located at the North Forty-Five Feet (N/45’) of the South Ninety Feet (S/90’) of Lots Five (5) and Six (6), Block Twenty (20), in the Original Town (now) City of Bristow, Creek County, and State of Oklahoma for the removal of Weeds, Grass, Trash and Debris. Commonly known as 511 N. Hickory St. (Dora A. Martinez).**
	11. **Approval of a Budget transfer from the Cemetery Fund to the Capital Improvement Fund for purchase of the columbarium’s.**
	12. **Approval of a Budget transfer from the Cemetery Capital Improvement Fund to the Capital Improvement Fund for the columbarium’s.**

1. **Public Hearing for the purpose of discussing the 2023-2024 Proposed Budget.**
2. **Close the Public Hearing on the 2023-2024 Proposed Budget.**
3. **Discussion and possible action to adopt a Resolution approving the Proposed Budget for the 2023-2024 Fiscal Year.**

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1. **Presentation and discussion on the golf course, including state of operations and proposals for mowing and maintenance, and possible direction regarding adding an employee of the City to be supplemented by the golf course, and possible approval of a Maintenance Agreement for maintenance of the golf course.**
2. **Consideration, discussion, and possible adoption of Ordinance No. 176-06052023 an ordinance amending Chapter 16, “Licensing and Business Regulations,” Article VII, “Transient Merchants,” Section 16-147, “License Fee,” of the City of Bristow Code of Ordinances; Providing for Severability; Repealing All Ordinances or Parts of Ordinances to the Contrary; and Declaring an Emergency.**
3. **Consideration, discussion, and possible adoption of Ordinance No. 175-06052023, an Ordinance Amending Chapter 6, “Animals,” Article I, “in general,” Section 6-1, “definitions,” Section 6-2, “authority of animal control officers; Section 6-3, “fees, charges and deposits;” Section 6-4, “obtaining release of impounded animals,” Section 6-5 “disposition of animals not retrieved by owners;” Section 6-6, “owner relinquishment of dogs and cats;” Section 6-7, “quarantine of animals which injure humans;” Section 6-8, “animals that die within ten days after injuring a person;” Article II, “dog and cat vaccination, tags and fees;” Section 6-9, “dogs and cats to be vaccinated;” Section 6-10, “dogs and cats to be altered;” Section 6-12, “application and term of license;” Section 6-13, “tags must be shown – exception for microchipping;” Article III, “cruelty to animals;” Section 6-14, “cruelty to animals;” Section 6-15, “clean enclosures and pens required;” Section 6-16, “tethering;” Section 6-17, “abandonment of cats and dogs;” Article IV, “confinement; zoning; number; sale; animals other than dogs and cats;” Section 6-18, “confinement of dogs and cats;” Section 6-19, “prohibition of dogs and cats in certain areas;” Section 6-20, “number of dogs and cats allowed;” Section 6-21, “sale of animals;” Section 6-22, “keeping of animals other than dogs and cats;” Section 6-23, “reptiles;” Article , “dangerous animals; nuisance animals;” Section 6-24, “dangerous animals prohibited;” Section 6-25, “animal bites;” Section 6-26, “confinement/impoundment;” Section 6-27, “authority to seize a dangerous animal;” Section 6-28, “hearing and adjudication;” Section 6-29, “dangerous animal permit required;” Section 6-30, “dangerous animal, muzzle and restraint;” Section 6-31, “animals that are nuisances;” Section 6-32, “permitting dogs to deposit solid waste material on places open to the public or on certain private property prohibited;” Article VI, “penalties;” Section 6-33, “penalties;” providing for severability; repealing all ordinances or parts of ordinances to the contrary; and declaring an emergency**
4. **Consideration, discussion, and possible adoption of Ordinance No. 177-06052023, an ordinance amending the Employee Retirement System, Defined Benefit Plan for the City of Bristow, Oklahoma; providing retirement benefits for eligible employees of the City of Bristow, Oklahoma; pertaining to normal retirement age; providing for repealer and severability; and declaring an emergency.**
5. **Consideration, discussion, and possible preview of an Ordinance Amending Chapter 8, “Building Regulations and Codes” of the City of Bristow Code of Ordinances, Article III, “Plumbing Code,” Section 8-63, “License;” Article IV “Electrical Code,” Section 8-101, “Electricians; Registration Required;” Article VIII “Mechanical Code,” Section 8-286, “License Fees: All of Which Provide for Fees to be Set by Resolution; Article VII “Dwelling Code,” Adding Section 8-253, “Roofing Contractors; Registration Required;” Providing for Severability; Repealing all Ordinances or Parts of Ordinances to the Contrary; and Declaring an Emergency.**

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1. **Consideration, discussion, and possible action on Repairs to the 2013 Cat Backhoe.**
2. **Consideration, discussion, and possible action on Health Insurance Benefits for City/Municipal Employees for the 2023-2024 Fiscal Year.**
3. **Consideration, discussion, and possible action approving the Insurance Quote from Oklahoma Municipal Assurance Group (OMAG) for Property, Mobile Equipment and Misc. Equipment Insurance for the 2023-2024 Fiscal Year.**
4. **Consideration, discussion, and possible action approving the Insurance Renewal Quote from Insurica, Insurance Agent Robert Wonn, for Airport Liability and Workers’ Compensation Insurance for the 2023-2024 Fiscal Year.**
5. **Consideration, discussion, and possible action to re-appoint Melissa Holderby and Jamie Braden to the Bristow Library Board whose term will expire in 5-2025, and Marie Womack whose term that will expire in 5-2026; and Appoint Kris Wyatt who replaces Kristi Ernst, whose term will expire in 5-2026.**

1. **Consideration, discussion, and possible action adopting a Resolution abating the** **property located at** **Lots Seven (7) and Eight (8), Block Twelve (12), in the Johnson Addition, to the City of Bristow, Creek County, State of Oklahoma for Weeds, Grass, Trash and Debris. Commonly known as 107 E. Jefferson St. (Nancy M. & Emma J. Wilson, C/O Wilma Harrison/Wiletta Laviolet).**
2. **Consideration, discussion, and possible action adopting a Resolution abating the property located at Lots Seven (7) and Eight (8), Block Twelve (12), in the Johnson Addition, to the City of Bristow Creek County, State of Oklahoma, for** **Dilapidated Buildings. Commonly known as 107 E. Jefferson St. (Nancy M. & Emma J. Wilson, C/O Wilma Harrison/Wiletta Laviolet).**
3. **Consideration, discussion, and possible action adopting a Resolution abating the property located at Lots Four (4), Five (5), Six (6), Seven (7), Eight (8) & Nine (9), Block Eleven (11), in the Original Town (now) City of Bristow, Creek County, State of Oklahoma for Weeds, Grass, Trash and Debris. Commonly known as 226 W. 12th Ave. (Marcia E. Birk).**
4. **Consideration, discussion, and possible action adopting a Resolution abating the property located at Lots Thirteen (13) and Fourteen (14), Block Sixteen (16), in the Southridge Addition to the City of Bristow, Creek County, State of Oklahoma for Weeds, Grass, Trash and Debris. Commonly known as 1412 S. Cedar St. (Tina Williams).**
5. **Consideration, discussion, and possible action adopting a Resolution abating the property located at the North Seventy Feet (N/70’) of Lots Twenty-Three (23) and Twenty-Four (24), Block Ninety-Eight (98), in the Original Town (now) City of Bristow, Creek County, State of Oklahoma for Weeds, Grass, Trash and Debris. Commonly known as 414 S. Elm St. (Janice Scott & Larry Harjo).**
6. **Consideration, discussion, and possible action adopting a Resolution abating the property located at the South Forty-Five Feet (S/45’) of Lots One (1), Two (2) and & Three (3), Block Ninety-Nine (99), in the Original Town (now) City of Bristow, Creek County, State of Oklahoma for Weeds, Grass, Trash and Debris. Commonly known as 406 S. Maple St. (Jeremy D. & Kelcie L. Cantrell).**

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1. **Consideration, discussion, and possible action adopting a Resolution abating the property located at the South Forty-Five Feet (S/45’) of Lots One (1), Two (2) and & Three (3), Block Ninety-Nine (99), in the Original Town (now) City of Bristow, Creek County, State of Oklahoma for Weeds, Grass, Trash and Debris. Commonly known as 406 S. Maple St. (Jeremy D. & Kelcie L. Cantrell).**
2. **Consideration, discussion, and possible action adopting a Resolution abating the property located at the North Half (N/2) of Lots One (1), Two (2) & Three (3), Block One Hundred and Three (103), in the Original Town (now) City of Bristow, Creek County, State of Oklahoma for Weeds, Grass, Trash and Debris. Commonly known as 502 S. Walnut St. (Peak Illinois Properties LLC., C/O Thousand Keys LLC).**
3. **Consideration, discussion, and possible action adopting a Resolution abating the property located at the North Ten Feet (N/10’) of Lots Twelve (12) and Thirteen (13), Block Seven (7), in the Gibbs Addition, to the City of Bristow, Creek County, State of Oklahoma for Weeds, Grass, Trash and Debris. Commonly known as 915 S. Poplar St. (Helen Marie Terry).**
4. **Consideration, discussion, and possible action adopting a Resolution abating the property located at Lot Ten (10), Block Eight (8), in the Gibbs Addition to the City of Bristow, Creek County, State of Oklahoma for Weeds, Grass, Trash and Debris. Commonly known as 719 S. Poplar St. (Ramsey C. Franzen Richburg & Anna N. Jackson).**
5. **Consideration, discussion, and possible action adopting a Resolution abating the property located at Lot Twenty-One (21), Block Seven (7), in the Gibbs Addition to the City of Bristow, Creek County, State of Oklahoma for Weeds, Grass, Trash and Debris. Commonly known as 807 S. Poplar St. (Emilene Shamas Fisher).**
6. **Consideration, discussion, and possible action adopting a Resolution abating the property located at the East Ninety Feet (E/90’) and the South Twenty-Four Feet (S/24’) of Lot Two (2) and the East Ninety Feet (E/90’) and the North Thirty-One Feet (N/31’) of Lot Three (3), Block Two (2), in the Gibbs Addition to the City of Bristow, Creek County, State of Oklahoma for Weeds, Grass, Trash and Debris. Commonly known as 606 S. Poplar St. (Angela Kay Ogg).**
7. **Consideration, discussion, and possible action adopting a Resolution abating the property located at Lots Eleven (11), Twelve (12) and Thirteen (13), Block Two (2), in the Southridge Addition to the City of Bristow, Creek County, State of Oklahoma for Weeds, Grass, Trash and Debris. Commonly known as 1520 S. Poplar St. (James N. Jones & Eva Phillippee).**
8. **Consideration, discussion, and possible action adopting a Resolution abating the property located at Lots Ten (10), Eleven (11), Twelve (12) and the East Five Feet (E/5’) of Lot Thirteen (13), Block Four (4), in the Mount Addition to the City of Bristow, Creek County, State of Oklahoma for Weeds, Grass, Trash and Debris. Commonly known as 508 E. Lincoln St. (Eva Phillippee ½ Int. & Norma Phillippee ¼ Int. & James Jones 1/4 Int. ).**
9. **Consideration, discussion, and possible action adopting a Resolution abating the property located at Lot Eight (8) Except the Twelve by Fifteen Feet (less 12’x15’) of the Northeast Corner, Block Fifteen (15), in the Park Place Addition to the City of Bristow, Creek County, State of Oklahoma for Weeds, Grass, Trash and Debris. Commonly known as 427 W. 5th (James N. Jones).**

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1. **Consideration, discussion, and possible action adopting a Resolution abating the property located at Lot Twelve (12), Block One (1), in the Muttloke Addition to the City of Bristow, Creek County, State of Oklahoma for Weeds, Grass, Trash and Debris. Commonly known as 323 E. Cloud St. (Reverse Mortgage Funding, LLC.).**
2. **Consideration, discussion, and possible action adopting a Resolution abating the property located at the South Sixty-Two and One-Half Feet (S/62 ½’) of Lots Fifteen (15) and Sixteen (16), Block Five (5), in the Johnson Addition to the City of Bristow, Creek County, State of Oklahoma for Weeds, Grass, Trash and Debris. Commonly known as 818 S. Chestnut St. (Bob K. & Cheri L. Grant).**
3. **Consideration, discussion, and possible action to use Library’ State Aid fund to pay two interns either biweekly or monthly.**
4. **Consideration, discussion, and possible approval of a Professional Services Agreement for the provision of Code Enforcement and Inspection Services.**
5. **PROPOSED EXECUTIVE SESSION: Consideration and possible action to enter into executive session for confidential communications with legal counsel regarding:**
	1. **The potential purchase and appraisal of real property generally located south of the Turner Turnpike and east of Route 66, as authorized by 25 O.S. § 307(B)(3). and pending investigations, claims, and actions involving the real property and particularly related to environmental issues as a Superfund site, as authorized by 25 O.S. § 307(B)(4). The City Attorney advises that disclosure will seriously impair the ability of the public body to consider the pending investigation, litigation, and proceeding in the public interest; and**
	2. **The potential purchase and appraisal of real property located at 500 South Industrial Road South, Bristow, Oklahoma, as authorized by 25 O.S. § 307(B)(3). and pending investigations, claims, and actions involving the real property and particularly related to environmental issues with an ODEQ Deed Restriction, as authorized by 25 O.S. § 307(B)(4). The City Attorney advises that disclosure will seriously impair the ability of the public body to consider the pending investigation, litigation, and proceeding in the public interest.**
6. **PROPOSED ACTION ITEMS FOR MATTERS DISCUSSED IN EXECUTIVE SESSION: Consideration, discussion, and possible appropriate and related action on matters discussed in Executive Session, including**
	1. **Direction for the Mayor and legal counsel to explore options for appraisal of real property generally located south of the Turner Turnpike and east of Route 66 and potential purchase.**
	2. **Direction for the Mayor and legal counsel to explore options for appraisal of real property generally located at 500 South Industrial Road South, Bristow, Oklahoma, and potential purchase.**

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1. **Report of the Mayor**
2. **Report of Department Directors**
3. **City Attorney’s Report**
4. **Comments from Mayor and Council.**
5. **Adjourn.**

**DATE POSTED: JUNE 2, 2023**

**TIME POSTED: 3:00 P.M.**

**POSTED BY: SABRINA MOUNCE**