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**JUNE 19, 2023**  
**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, Councilmember: Joe Church, Jeryn Fletcher, Judd Johns, Tanya Langley, Brian Peters, and Jeff Roberts. Motion passed.

Pastor Mark Evans opened with Prayer and then led the Pledge of Allegiance.

Motion was made by Roberts with a second by Church approving the City Council Meeting Minutes for May 15, 2023. A roll call was had with the following members present voting as follows: Trustees: Joe Church, Aye; Jeryn Fletcher, Aye; Judd Johns, Aye; Tanya Langley, Abstain; Brian Peters, Aye; and Jeff Roberts, Aye. Motion passed.

Motion was made by Church with a second by Roberts approving the City Council Meeting Minutes for June 5, 2023. A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; and Jeff Roberts, Aye. Motion passed.

Motion was made by Johns with a second by Roberts approving to appoint Randy Witty to Ward 4 to fill an unexpired four-year term with a Special Election to be held in 2025 for the remaining four-year term. A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; and Jeff Roberts, Aye. Motion passed.

Motion was made by Peters with a second by Johns approving to appoint Frank Groom to Ward 1 to fill seat vacated by Randy Witty, with a term ending in 2025. A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; and Jeff Roberts, Aye; Motion passed.

At this time, the Administration of the Oaths of Office for the two Councilmembers was given by the City Clerk, Sabrina Mounce.

A presentation from Steve Gilbert with Seeking Inc. was given. He discussed Payroll, Overtime, Accts Payable, City Clerks, Abatements and how to make them work better.

Motion was made by Johns with a second by Church to approve the Consent Agenda.

- a. Approval Paid Claims in the amount of \$77.60.
- b. Approval of Un-paid Claims in the amount of \$6,735.52.

**BRISTOW CITY COUNCIL MEETING CONT.**

- c. Approval of Capital Improvement Claims in the amount of \$29,332.25.
- d. Approval of Library State Aid Claims in the amount of \$977.33.
- e. Approval of Cemetery Fund Claims in the amount of \$4,443.00.
- f. Approval of Actual Payroll Claims in the amount of \$100,858.58, for pay period ending June 9, 2023.
- g. Approval of Estimated Payroll Claims in the amount of \$89,837.49, for pay period ending June 23, 2023.
- h. Approval of Estimated Payroll Claims in the amount of \$15,182.48, for pay period ending June 22, 2023. (Special Holiday pay-Fire Department).
- i. Approval of Estimated Payroll Claims in the amount of \$12,854.25, for pay period ending June 22, 2023. (Uniform Cleaning & Education pay-Police Department).
- j. Approval of the Interlocal Agreement between the City of Bristow and the Creek County Board of County Commissioners for the 2023-2024 fiscal year and authorize the Mayor to sign.
- k. Approval of a Budget transfer in the amount of \$3,000.00 from the Police Department to the Cemetery Department.
- l. Approval of Blanket P.O. #15952 to Oklahoma Universal Building Code not to exceed \$100.00 per month.
- m. Approval to provide the non-union employees a 2% cost of living adjustment effective July 1, 2023.
- n. Approval to increase the hourly compensation of the Police Department dispatchers and Public Works employees to the market average.
- o. Approving P.O. #103657 to Quick Fix Gun & Pawn in the amount of \$4,760.00 for Police Department Ammunition (Paid from Police Ammunition Fund).
- p. Approving P.O. #103658 to Verizon in the amount of \$2,599.96 for Police Department Cell Phones (Paid from Police Training Fund).
- q. Approving P.O. #103659 to Emergency Vehicle Resources in the amount of \$11,781.85, for vehicle repair on wrecked Police Car, Insurance has paid for this. (paid from Police Department Maintenance/Repair Fund).
- r. Approving P.O. #103660 to GT Distributors-Austin in the amount of \$8,377.32 for Police Department Glockes (Paid from Police Training Fund).
- s. Approval of Claim #21013 to Thompson Construction in the amount of \$140,924.08.
- t. Approval of a Resolution Determining the Cost set forth in Exhibit "A" in the amount of \$3,807.38 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 Dilapidated Buildings. Commonly known as 511 N. Hickory St. (Dora A. Martinez). This is Resolution #R1312-091923.

- u. Approval of a Resolution Determining the Cost set forth in Exhibit “A” in the amount of \$3652.44 on the property located at the South Forty-Five Feet (S/45’) 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 Dilapidated Buildings. Commonly known as 509 N. Hickory St. (Marcia Godwin). This is Resolution #R1313-061923.

A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Frank Groom, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; Jeff Roberts, Aye; and Randy Witty, Aye. Motion passed.

Motion was made Langley with a second by Peters approving to adopt Ordinance #178-061923, 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; Providing for Severability; Repealing all Ordinances or Parts of Ordinances to the Contrary. A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Frank Groom, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; Jeff Roberts, Aye; and Randy Witty, Aye. Motion passed.

Motion was made by Langley with a second by Johns approving to Declare an Emergency on agenda #12. A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Frank Groom, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; Jeff Roberts, Aye; and Randy Witty, Aye. Motion passed.

Motion was made Langley with a second by Peters approving to table to the July 3, 2023, meeting agenda item #13. Item reads as follows: Consideration, discussion, and possible action to adopt an Ordinance Amending Chapter 8, “Building Regulations and Codes” of the City of Bristow Code of Ordinances, 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, effective July 1, 2023. A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Frank Groom, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; Jeff Roberts, Aye; and Randy Witty, Aye. Motion passed.

Motion was made by Roberts with a second by Peters approving the preview of the following Ordinances and to put on the July 3, 2023, Meeting for approval on agenda items #14, 15, 16 and 17. Items reads as follows: **(14)** Consideration, discussion, and possible preview of an Ordinance Amending Chapter 8, “Building Regulations and Codes” of the City of Bristow Code of Ordinances;; Article II “INTERNATIONAL BUILDING CODE AND PERMITS,” Amending Section 8-19, “Adoption of International Building Code for regulating conditions and maintenance of property,” to provide for adoption of the 2018 International Building Code; Providing for Severability; Repealing all Ordinances or Parts of Ordinances to the Contrary; and Declaring an Emergency. **(15)** 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 “INTERNATIONAL PLUMBING CODE,” Amending Section 8-60, “Adoption of International Plumbing Code,” to provide for adoption of the 2018 International Plumbing Code; Providing for Severability; Repealing all Ordinances or Parts of Ordinances to the Contrary; and Declaring an Emergency. **(16)** Consideration, discussion, and possible preview of an Ordinance Amending Chapter 8, “Building Regulations and Codes” of the City of Bristow Code of Ordinances, Article IV “ELECTRICAL CODE,” Amending Section 8-86, “National Electrical Code Adopted,” to provide for adoption of the 2015 (amend to 2014) National Electrical Code; Providing for Severability; Repealing all Ordinances or Parts of Ordinances to the Contrary; and Declaring an Emergency. **(17)** Consideration, discussion, and possible preview of an Ordinance Amending Chapter 8, “Building Regulations and Codes” of the City of Bristow Code of Ordinances; Article VIII “MECHANICAL CODE,” Amending Section 8-283, “Adoption of International Mechanical Code,” to provide for adoption of the 2018 International Mechanical Code; Providing for Severability; Repealing all Ordinances or Parts of Ordinances to the Contrary; and Declaring an Emergency. A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Frank Groom, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; Jeff Roberts, Aye; and Randy Witty, Aye. Motion passed.

Motion was made Peters with a second by Roberts to approve the preview of the following Ordinances and to put on the July 3, 2023, Meeting for approval on agenda items #18. Items reads as follows: Consideration, discussion, and possible preview of an Ordinance Amending Chapter 20, “Parks, Recreation and Cultural Affairs” of the City of Bristow Code of Ordinances; Article II “PARKS AND RECREATION,” Amending Section 20-28, “Fishing regulations,” to reflect recommendations by the State of Oklahoma regarding fishing; Providing for Severability; Repealing all Ordinances or Parts of Ordinances to the Contrary; and Declaring an Emergency. A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Frank Groom, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; Jeff Roberts, Aye; and Randy Witty, Aye. Motion passed.

**BRISTOW CITY COUNCIL MEETING CONT.**

**JUNE 19, 2023 (MONDAY)**

## PAGE 5

Motion was made by Johns with a second by Peters approving a Collective Bargaining Agreement Between the City of Bristow, Oklahoma, and the International Association of Fire Fighters, Local No. 3613, for Fiscal Year 2023-2024. A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; Jeff Roberts, Aye; and Randy Witty, Aye. Motion passed.

City Attorney Beth Anne Childs asked the Council to table agenda item #20 & 21 till the July 3, 2023, meeting.

Motion was made by Roberts with a second by Johns to table agenda items # 20 & 21. Items are as follows: **(20)** Consideration, discussion, and possible approval of a maintenance agreement for the Bristow Golf Course. **(21)** Consideration, discussion, and possible approval of a Resolution establishing the fees for Animals, including licensing, adoption, and housing. A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; Jeff Roberts, Aye; and Randy Witty, Aye. Motion passed.

Motion was made by Roberts with a second by Johns approving to enter into Executive Session for the purpose of confidential communications between the Bristow City Council, The City Attorney, and other Staff members as requested by the Council for the purpose of discussing and conferring on the following matters:

- a. An appeal and claim filed by the former City Inspector, Brent Criner, and potential resolution of the claim, as allowed by 25 O.S. § 307(B)(4). The City Attorney advises that public disclosure could seriously impair the ability of the City Council to process the claim and appeal in the public interest.
- b. The Employment of Rick Holdaway as a Public Works Forman as allowed by 25 O.S. § 307(B)(1), including terms of employment and compensation.
- c. Actual candidates for the position of City Inspector as allowed by 25 O.S. § 307(B)(1).

A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; Jeff Roberts, Aye; and Randy Witty, Aye. Motion passed.

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



(a) Motion was Made by Roberts with a second by Johns approving an employment agreement with Brent Criner. (25 O.S. § 307(B)(4). A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Frank Groom, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; Jeff Roberts, Aye; and Randy Witty, Aye. Motion passed.

(b) Motion was made by Roberts with a second by Langley approving the employment of Richard Holdaway as the Public Works Forman at \$20.00 hour, with 6-months' probation. (25 O.S. § 307(B)(1). A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Frank Groom, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; Jeff Roberts, Aye; and Randy Witty, Aye. Motion passed.

(c) Motion was made by Roberts with a second by Peters to authorize the Mayor to proceed as directed with the conditional employment of a City Inspector position, with 9-month probation and requirements "that he obtains all certification required". (25 O.S. § 307(B)(1). A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; Jeff Roberts, Aye; and Randy Witty, Aye. Motion passed.

Motion was made by Roberts with a second by Johns to table agenda item #24 to the July 3, 2023, meeting. Item reads as follows: Consideration, discussion, and possible appointment of three (3) members to the City of Bristow Personnel Board. A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; Jeff Roberts, Aye; and Randy Witty, Aye. Motion passed.

Motion was made by Johns with a second by Roberts approving authorization to proceed with construction during the rezoning process for property located at 216 West 5<sup>th</sup> Street, Bristow, Oklahoma. A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; Jeff Roberts, Aye; and Randy Witty, Aye. Motion passed.

Motion was made by Roberts with a second by Langley to table agenda item #26 to the July 3, 2023, meeting. Item reads as follows: Consideration, discussion, and possible award of a bid or bids for mowing and lawn maintenance service for City Parks including the pool area, the amphitheater, the area around the lake, including the dam and between the golf course, the tennis courts, the VFW facility, Klingensmith Park and the Disc Golf Field, as well as Bristow Memorial Hospital. A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; Jeff Roberts, Aye; and Randy Witty, Aye. Motion passed.

**BRISTOW CITY COUNCIL MEETING CONT.**

**JUNE 19, 2023 (MONDAY)**

**PAGE 7**

**Report from the Mayor:** Let others talk.

**Department Heads:** Chief Conkling, would like for Authorization from the Council to blow the sirens for a Tornado and/or high winds that are greater than Eighty (80) MPH.

Councilmember Johns asked where we received our information from.

Chief Conkling said he gets his information from Channel 6 News. One thing that he would like to see us put in place is something like the Black Board Message System that we used to have. Chief Conkling does not think every threat may qualify but it would help to have something in place. Right now, if something happens the siren blows for one minute and then an all clear for one minute.

Mayor Wyatt said there may be an app for something we could check into it and put it on the water bill.

Chief Raney-stated they had a busy night with the storm and electricity being off. The Police Department went street by street and helped put 4-way signs out.

Mayor Wyatt spoke on the Public Works Director's behalf. He called and said there was going to be a lot of overtime. The Public Works employees were going from the West side-North side to the East Side-South picking up brush on the curb side. There are two places to haul brush for those that can pick up their own brush. One will be out at the Golf Course, by the Country Club and the other is at the High School where the bon-fire will be. Mayor Wyatt also said that one of the Wells Generators had stopped but they got it going.

**City Attorney's Report:** Beth Anne Stated she has nothing.

**Comments from Mayor and Council:** Mayor Wyatt said she was very grateful that the Police, Fire and Public works knew what to do in the situation we were in. Judd said he wanted to give kudos to the community for coming together.

Motion was made by Church with a second by Peters to Adjourn. A roll call was had with the following members present voting as follows: Joe Church, Aye; Jeryn Fletcher, Aye; Judd Johns, Aye; Tanya Langley, Aye; Brian Peters, Aye; Jeff Roberts, Aye; and Randy Witty, Aye. Motion passed.

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SABRINA MOUNCE, CITY CLERK

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KRIS WYATT, MAYOR