**MINUTES**

Regular Meeting - City of Anadarko

Anadarko City Hall

501 W. Virginia, Anadarko, Oklahoma

Monday, October 13, 2014 at 6:00pm

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

City Clerk called the roll:

Vice Mayor Wesley Callahan Present Ward 1 Rufus Vance Present Ward 2 Rodney Pedersen Present

Ward 3 Jeremy Hall Present Ward 4 JJ Vance Present Ward 5 Stephanie Novotny Present

Mayor Jerry Marcum Present

Staff: Rocky Rogers, City Manager; Jo Spanglehour, City Clerk; Orvel Gibson, Finance Director; Darin Nelson, Museum Curator; Greg Stone; Fire Chief, Kim Goodin, Water Superintendent; Tom Zynda; City Attorney

Citizens: JoNell McBride Thomas; Anadarko Daily News, Sarah Stevens, Chamber of Commerce; Dianne Wilkins, ODEQ; Shayna Gibson, Linsey Baker, John Smith, Kylie Freie; Anadarko High School Government Class, Clark Southard; WVRP

* 1. City Manager to Introduce 2 new employees to council

Orvel Gibson, Finance Director

Darin Nelson, Museum Curator

* + 1. The Mayor shall read the following proclamations:

1.4.2 2014 Earthquake Awareness Day

1.4.3 2014 Anadarko Head Start Awareness Month

* 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 September 8, 2014.
      2. Payment of Claims for General Government Accounts for September 2014
      3. Financial Statement Report for period ending September, 2014
      4. Approve Halloween Trick or Treat activities for local businesses on Friday, October 31, 2014 from 3:30pm to 5:00pm for the City of Anadarko.
      5. Approve city-wide Trick or Treat activities and a Carnival at the Oklahoma Street Gym will be held on Saturday, November 1, 2014 from 6:00pm to 9:00pm For the City of Anadarko.

Motion was made by Stephanie Novotny and seconded by Jeremy Hall to remove Item 2.1.4 and 2.1.5 from the consent agenda.

Vice Mayor Wesley Callahan Aye Ward 1 Rufus Vance Aye Ward 2 Rodney Pedersen Aye

Ward 3 Jeremy Hall Aye Ward 4 JJ Vance Aye Ward 5 Stephanie Novotny Aye

Mayor Jerry Marcum Aye Motion Passed

Sarah Stephens from the Chamber explained that she is working with the businesses to try plan events for both days for the children. She explained that the businesses downtown will host children on Friday afternoon. Trick or Treat was being planned for Saturday due to the football game on Friday night and that the hospital is hosting a carnival at the Oklahoma Street Gym on Saturday night.

**Motion was made by Stephanie Novotny and seconded by Jeremy Hall to approve item 2.1.4. as written.**

Vice Mayor Wesley Callahan Aye Ward 1 Rufus Vance Aye Ward 2 Rodney Pedersen Aye

Ward 3 Jeremy Hall Aye Ward 4 JJ Vance Aye Ward 5 Stephanie Novotny Aye

Mayor Jerry Marcum Aye Motion Passed

**Motion was made by Jeremy Hall and seconded by Stephanie Novotny to approve item 2.1.5. as written.**

Vice Mayor Wesley Callahan Aye Ward 1 Rufus Vance Aye Ward 2 Rodney Pedersen Aye

Ward 3 Jeremy Hall Aye Ward 4 JJ Vance Aye Ward 5 Stephanie Novotny Aye

Mayor Jerry Marcum Aye Motion Passed

**2.2** The Mayor and the City Council shall discuss and file the Chamber of Commerce Activities for September 2014 and Upcoming Events for 2014 and the Chamber of Commerce September 2014 Financial Reports.

**Motion was made by Stephanie Novotny and seconded by JJ Vance to approve item 2.2 – Chamber Activities for September 2014, Upcoming Activities, and Financial Reports for September 2014.**

Vice Mayor Wesley Callahan Aye Ward 1 Rufus Vance Aye Ward 2 Rodney Pedersen Aye

Ward 3 Jeremy Hall Aye Ward 4 JJ Vance Aye Ward 5 Stephanie Novotny Aye

Mayor Jerry Marcum Aye Motion Passed

**2.3** The Mayor and City Council shall listen to the Director of the Christian Center, Mr. Ben Sullivan, who is asking the Mayor and Council to consider hearing their request to re-open the Christian Center to include debt waivers and to direct the City Manager accordingly.

Jerry asked city clerk if a copy of memorandum and bills was distributed. Clerk advised no. Jerry stated that the bills were high; Jeremy Hall asked why bills were allowed to become so high. Jerry advised previous administration. Jerry said that Jo had sent letter asking for documentation and Rocky asked for a business plan – there has been no response.

**Mr. Sullivan was not present. No discussion - no action taken.**

**2.4** The Mayor and the City Council shall listen to Jimmy Dean’s (the owner of The Office) request to allow him to serve low point beer on Sunday’s between the hours of 2:00pm and 10:00pm.

**Mr. Dean was not present. No discussion – no action taken.**

**2.5** The Mayor and the City Council shall discuss and possibly approve the bid for RFP 14-05 and to authorize the Fire Chief to purchase three Toughbook’s from Turn-Key Mobile, Inc. in the amount of $10,521.00.

Greg explained replace 3 we have now and that the ones we have are worn out and not HIPPA compliant. The only company that sent a bid which includes maintenance plan.

**Motion was made by Stephanie Novotny and seconded by Jeremy Hall to approve item 2.5 as written.**

Vice Mayor Wesley Callahan Aye Ward 1 Rufus Vance Aye Ward 2 Rodney Pedersen Aye

Ward 3 Jeremy Hall Aye Ward 4 JJ Vance Aye Ward 5 Stephanie Novotny Aye

Mayor Jerry Marcum Aye Motion Passed

**2.6** The Mayor and the City Council shall discuss and possibly award Phases 1A and 1B of the Storm Sewer Project to Brewer Construction in the amounts of $254,754.44 and $367,592.15 respectively and authorize the City Engineer to issue a notice to proceed.

Rocky advised that David Wyatt, Engineer for project reviewed bids. Brewer Construction met all requirements and recommends bid be awarded to Brewer Construction.

**Motion was made by Stephanie Novotny and seconded by Wes Callahan to approve item 2.6 as written.**

Vice Mayor Wesley Callahan Aye Ward 1 Rufus Vance Aye Ward 2 Rodney Pedersen Aye

Ward 3 Jeremy Hall Aye Ward 4 JJ Vance Aye Ward 5 Stephanie Novotny Aye

Mayor Jerry Marcum Aye Motion Passed

**2.7** The Mayor and City Council shall discuss and possibly award the 18” Storm Sewer Repair and Asphalt Patching Project on US 62 to Wynn Construction in the amount of $84,333.00 and authorize the City Engineer to issue a notice to proceed.

Rocky advised we received 2 bids however 1 bid did not arrive on time but would like to be allowed to bid on new projects. We had one bid, over original budget estimate. He explained how we intend to pay for the project. Will allow us to be prepared for ODOT Project. Rocky clarified funding. Stephanie Novotny asked if a budget line item amendment need to be made. Tom Zynda clarified that we do not have to do a budget amendment if the funds are in the same account.

**Motion was made by Wes Callahan and seconded by JJ Vance to approve item 2.7 as written.**

Vice Mayor Wesley Callahan Aye Ward 1 Rufus Vance Aye Ward 2 Rodney Pedersen Aye

Ward 3 Jeremy Hall Aye Ward 4 JJ Vance Aye Ward 5 Stephanie Novotny Aye

Mayor Jerry Marcum Aye Motion Passed

**2.8** The Mayor and City Council shall discuss and possibly approve entering into an agreement with Indian Health Services and authorize the Mayor to sign the agreement. By authorizing the Mayor to sign this BPA contract the collections for ambulance service provided to eligible IHS members would be paid in a more efficient manner and to the full amount allowed.

Greg explained that this agreement simply streamlines how and when we be reimbursed for the full cost for services. Normally based upon Blue Cross Blue Shield Standard Fee.

**Motion was made by Wes Callahan and seconded by Stephanie Novotny to approve item 2.8 as written.**

Vice Mayor Wesley Callahan Aye Ward 1 Rufus Vance Aye Ward 2 Rodney Pedersen Aye

Ward 3 Jeremy Hall Aye Ward 4 JJ Vance Aye Ward 5 Stephanie Novotny Aye

Mayor Jerry Marcum Aye Motion Passed

**2.9** The Mayor and the City Council shall accept the notice of completion for the City of Anadarko Airport runway project.

Rocky advised runway project is complete, it is inspected and notice of completion provided for Mayor signature.

**Motion was made by Jeremy Hall and seconded by JJ Vance to approve item 2.9 as written.**

Vice Mayor Wesley Callahan Aye Ward 1 Rufus Vance Aye Ward 2 Rodney Pedersen Aye

Ward 3 Jeremy Hall Aye Ward 4 JJ Vance Aye Ward 5 Stephanie Novotny Aye

Mayor Jerry Marcum Aye Motion Passed

**2.10** The Mayor and the City Council shall review for nomination and confirm Russell Strecker for the Airport Board.

Jerry asked if he was recommended by the board and Rocky confirmed he was recommended by the board chairman. Russell expressed interest in joining the board.

**Motion was made by Rodney Pedersen and seconded by Jeremy Hall to approve item 2.10 as written.**

Vice Mayor Wesley Callahan Aye Ward 1 Rufus Vance Aye Ward 2 Rodney Pedersen Aye

Ward 3 Jeremy Hall Aye Ward 4 JJ Vance Aye Ward 5 Stephanie Novotny No

Mayor Jerry Marcum Aye Motion Passed

**2.11** The Mayor and the City Council shall discuss and possibly approve the state pricing contract with AT&T for the telephone service for the City of Anadarko.

Jo explained that we are not under state contract with ATT for our monthly phone bill which will save us $13,344.36 per month for 3 years or $16,132.00 during the contract term. Confirmed they are the city land line telephones.

**Motion was made by Jeremy Hall and seconded by Rodney Pedersen to approve item 2.11 as written.**

Vice Mayor Wesley Callahan Aye Ward 1 Rufus Vance Aye Ward 2 Rodney Pedersen Aye

Ward 3 Jeremy Hall Aye Ward 4 JJ Vance Aye Ward 5 Stephanie Novotny Aye

Mayor Jerry Marcum Aye Motion Passed

**2.12** The Mayor and the City Council shall discuss and possibly approve a contract with Standley Systems to provide City-Wide copy, print, scan, and fax optimization.

Jo explained that we are unifying our printers at all locations throughout the city. A 17% savings, which is a state bid price.

**Motion was made by Wes Callahan and seconded by Stephanie Novotny to approve item 2.10 as written.**

Vice Mayor Wesley Callahan Aye Ward 1 Rufus Vance Aye Ward 2 Rodney Pedersen Aye

Ward 3 Jeremy Hall Aye Ward 4 JJ Vance Aye Ward 5 Stephanie Novotny Aye

Mayor Jerry Marcum Aye Motion Passed

**2.13** The Mayor and the City Council shall discuss and possibly authorize the Mayor and/or his designee to make any final negotiations necessary and sign a three year Oil and Gas Lease, upon City Attorney review with Continental Resources, Inc. and/or Turner Oil & Gas Properties, Inc., its agent, for mineral interests on Randlett Park, Airport, and Cemetery properties.

**No action – No response required**

**2.14**The Mayor and City Council shall discuss and possibly authorize city departments and staff to participate and enroll in the Oklahoma Department of Environmental Quality’s OK Star Program.

Rocky explained the program and the benefits of being a part of the program for the city. He advised that there was no timeline completing projects and that we would track our progress and goals.

**Motion was made by Stephanie Novotny and seconded by JJ Vance to approve item 2.14 as written.**

Vice Mayor Wesley Callahan Aye Ward 1 Rufus Vance Aye Ward 2 Rodney Pedersen Aye

Ward 3 Jeremy Hall Aye Ward 4 JJ Vance Aye Ward 5 Stephanie Novotny Aye

Mayor Jerry Marcum Aye Motion Passed

**2.15** The Mayor and City Council shall discuss and possibly approve the conveyance of properties known as 611 W Broadway and 911 5th Street from the City of Anadarko, A Municipal Corporation to the Anadarko Economic Development Authority, a Public Trust and authorize the Mayor to execute such conveyances.

Tom explained that AEDA was thought to be the record owner but they are not. This deed will clear up title.

**Motion was made by JJ Vance and seconded by Rodney Pedersen to approve item 2.15 as written.**

Vice Mayor Wesley Callahan Aye Ward 1 Rufus Vance Aye Ward 2 Rodney Pedersen Aye

Ward 3 Jeremy Hall Aye Ward 4 JJ Vance Aye Ward 5 Stephanie Novotny Aye

Mayor Jerry Marcum Aye Motion Passed

1. **CITY MANAGER’S REPORT –**

* Rocky advised that the council members had been given a copy of Today’s Roofing’s Schedule for completion.
* Rocky was asked to look into a social hosting ordinance. Jerry mentioned that we have one and Rocky said we do have one but it may not be strong enough.
* Rocky also mentioned that we are working on budget and will present a preliminary budget in November.
* The Chocolate festival is this week.
* The Hospital is having an opening ceremony on November 10, 2014.

1. **COMMENTS BY COUNCIL MEMBERS**

Jerry asked when we have a draft budget – Rocky advised it would be in November. Jerry asked how close we are on the budget. Rocky explained that we are working on that. Jerry wanted to know how close we are on this year’s budget. Clerk advised that she would have to look up normal schedule. Jerry advised that departments need to be careful on budget needs and capital improvements.

1. **NEW BUSINESS - None**
2. **ADJOURN**

**A motion was made by JJ Vance and seconded by Rufus Vance to adjourn.**

Vice Mayor Wesley Callahan Aye Ward 1 Rufus Vance Aye Ward 2 Rodney Pedersen Aye

Ward 3 Jeremy Hall Aye Ward 4 JJ Vance Aye Ward 5 Stephanie Novotny Aye

Mayor Jerry Marcum Aye 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 September 8, 2014.

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Jerry Marcum, Mayor

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ATTEST: Jo Spanglehour, City Clerk