

**NOTICE
GLENPOOL CITY COUNCIL
REGULAR MEETING**

A Regular Session of the Glenpool City Council will be held at 6:00 p.m. on Tuesday, May 19, 2015, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

The City Council welcomes comments from citizens of Glenpool who wish to address any item on the agenda. Speakers are requested to complete one of the forms located on the agenda table and return to the City Clerk PRIOR TO THE CALL TO ORDER

AGENDA

- A)** Call to Order - Tim Fox, Mayor
- B)** Roll call, declaration of quorum – Susan White, City Clerk; Tim Fox Mayor
- C)** Invocation – Reverend Jason Yarbrough
- D)** Pledge of Allegiance – Tim Fox, Mayor
- E)** City Manager Report – Roger Kolman, City Manager
- F)** Mayor Report – Tim Fox, Mayor
- G)** Council Comments
- H)** Public Comments
- I)** Scheduled Business
 - 1)** Discussion and possible action to approve minutes from April 29, May 4, and May 11, 2015 meetings.
 - 2)** Discussion and possible action to appoint a member to the Planning Commission and Board of Adjustment to fill the remaining unexpired term of an open seat which expires May 2017.
(Tim Fox, Mayor)
 - 3)** Discussion and possible action to adopt Ordinance No. 698, An Ordinance Amending Title 1, Administration; Chapter 9, City Departments; Article C. Legal Department; Section 1, Established, Appointment, Removal And Qualifications Of City Attorney; And Section 2, Duties Of City Attorney, Of The Code Of Ordinances Of The City Of Glenpool, Oklahoma, (2013) To Provide That The City Attorney And City Prosecutor Shall Be Appointed By The City Council, And Making Such Other Changes In Title 1, Chapter 9, Article C. As Are Necessitated Thereby; Repealing All Ordinances Or Resolutions, Or Parts Of Ordinances Or Resolutions In Conflict Herewith; And Declaring An Emergency, action tabled from May 4, 2015 City Council meeting.
(Lowell Peterson, City Attorney)
 - 4)** Discussion and possible action to adopt Emergency Clause with respect to Ordinance No. 698.
(Lowell Peterson, City Attorney)

- 5) Discussion and possible action to renew Agreement between the City of Glenpool and Oklahoma Municipal Assurance Group (OMAG) to provide Workers' Compensation Insurance for FY 2015-2016 in an amount of \$153,434.00 and authorizing the City Manager to execute any and all necessary documents.

(Susan White, City Clerk)

- 6) Discussion and possible action to enter into Executive Session for the purpose of discussing confidential communications between and among the Glenpool City Council/Glenpool Utility Services Authority Board of Trustees, both represented by the City/Trust Attorney and Special Counsel, concerning a pending investigation, claim, or action as to which the City and the Authority, with the advice of their Attorney, have determined that disclosure will seriously impair the ability of the City and the Authority to process the claim or conduct a pending investigation, litigation or proceeding in the public interest, pursuant to Title 25 Sec. 307(B)(4) of the Oklahoma Statutes (Open Meeting Act), *to wit*, discussion of negotiations between the parties following the recent decision by Judge Payne to deny the parties' joint motion for an administrative closing order and set the case for trial in June 2015 [USDC ND/OK Case No. 11-cv-441-JHP-FHM].

(Lowell Peterson, City/Trust Attorney)

- 7) Possible action to reconvene in Regular Session.

J) Adjournment.

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on _____, 2015 at _____am/pm.

Signed: _____
City Clerk

MINUTES

CITY COUNCIL MEETING

April 29, 2015

The Special Session of the Glenpool City Council was held at 6:00 p.m., Glenpool City Hall, 3rd Floor, 12205 S. Yukon Ave, Glenpool, Oklahoma. Councilors present: Momodou Ceesay, Brandon Kearns; Tim Fox; Patricia Agee; and Jennifer Ballew.

Staff present: Roger Kolman, City Manager; Susan White, City Clerk; Rick Malone, City Planner; Dennis Waller, Police Chief; Paul Newton, Fire Chief; Lea Ann Reed, Conference Center Director; and Debbie Pengelly, Human Resources Director. Lowell Peterson, City Attorney and Lynn Burrow, Community Development Director were absent.

- A) Mayor Fox called the meeting to order at 6:02 p.m.**
- B) Susan White, City Clerk called the roll. Mayor Fox declared a quorum present.**
- C) Scheduled Business**
- 1) Possible discussion regarding proposed FY 2016 Annual Budget.**
Mr. Kolman presented a slide show and draft budget proposal for discussion and inspection. He pointed out areas that differed from the current year budget and offered the reason for the change. Councilors and audience members alike asked questions and commented on the proposed budget. Mr. Kolman announced the next budget workshop would be held on May 11, 2015.
- 2) Discussion and possible action to enter into Executive Session for the purpose of conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within the city limits of Glenpool such that public disclosure of the matter discussed would interfere with the development of products or services or public disclosure would violate the confidentiality of the business, pursuant to Title 25 Sec. 307(C)(10) of the Oklahoma Statutes (Open Meeting Act).**
MOTION: Vice Mayor Ceesay moved, second by Councilor Kearns to convene in Executive Session at 7:20 p.m.
FOR: Councilor Kearns; Vice Mayor Ceesay; Mayor Fox; Councilor Agee; Councilor Ballew
AGAINST: None
Motion carried.
The City's economic development consultants Mandy Vavrinak and Ricky Hayes were invited into Executive Session.
- 3) Possible action to reconvene in Special Session.**
MOTION: Councilor Kearns moved, second by Vice Mayor Ceesay to reconvene in Special Session at 8:33 p.m.
FOR: Vice Mayor Ceesay; Mayor Fox; Councilor Agee; Councilor Ballew; Councilor Kearns;
AGAINST: None
Motion carried.

D. Adjournment.

- Meeting was adjourned at 8:33 p.m.

Date

Mayor

ATTEST:

City Clerk

MINUTES

CITY COUNCIL MEETING

May 4, 2015

The Regular Session of the Glenpool City Council was held at 6:00 p.m., Glenpool City Hall, 3rd Floor, 12205 S. Yukon Ave, Glenpool, Oklahoma. Councilors present: Momodou Ceesay, Tim Fox; Patricia Agee; and Brandon Kearns. Jennifer Ballew was absent.

Staff present: Roger Kolman, City Manager; Lowell Peterson, City Attorney; Susan White, City Clerk; Lynn Burrow, Community Development Director; Rick Malone, City Planner; Dennis Waller, Police Chief and Paul Newton, Fire Chief.

- A) Mayor Fox called the meeting to order at 6:00 p.m.**
- B) Susan White, City Clerk called the roll. Mayor Fox declared a quorum present.**
- C) Greg Conner from Faith Church offered the Invocation.**
- D) Mayor Fox led the Pledge of Allegiance.**
- E) Glenpool Conference Center Report – Lea Ann Reed, Conference Center Director**
 - Ms. Reed highlighted past and future events at the Glenpool Conference Center, as well as finance reports.
 - She announced the upcoming Movie in the Park has been re-scheduled for May 16.
 - Ms. Reed declared the Inaugural Car Show, April 25 an outstanding success and promised plans for even bigger and better in 2016.
- F) Community Development Report – Lynn Burrow, Community Development Director**
 - Mr. Burrow updated the Council on current private and public development projects throughout the city.
- G) Chamber of Commerce Report -- Amy Rogers, President**
 - Ms Rogers discussed the various upcoming activities planned by the Chamber, as well as a report on recent events including Trash Off and the Golf Tournament.
- H) City Manager Report – Roger Kolman, City Manager**
 - Mr. Kolman expressed his appreciation to staff and volunteers at the Car Show and attributed their work and dedication to the resounding success of the Inaugural Car Show. He further reported that the show hosted 128 entries and drew a crowd estimated at 2,500.
 - He encouraged everyone to support the Movie in the Park on May 16th. The past events have been very well attended and it provides great family entertainment.
 - Mr. Kolman reported that the Finance Director position has been filled. The new Director will begin June 1. The City is currently seeking a Certified Building Official.
 - Black Gold Days are quickly approaching. Manager Kolman made a plea for volunteers.

- A citizen survey has recently been added to the City's social media sites. One hundred eleven surveys had been completed as of Friday, May 1.

I) Mayor Report – Tim Fox, Mayor

- Mayor Fox declared he was honored and humbled to hold the title of Mayor, noting, "I have big shoes to fill with what Mayor Ceesay did the past two years." He hopes to promote a cohesive attitude among the Council members during his term as Mayor.
- Mayor Fox pointed out that he had requested the seating arrangement of Councilors changed after learning it is the Mayor's prerogative. He feels the new seating arrangement will assist to promote a team spirit.
- Continuing in the same vein, Mayor Fox also asked the Clerk to change the order of Roll Call to include the Vice Mayor and Mayor in the regular rotation rather than the current practice of calling for the vote of the Mayors at the end. He stated all members of the Council are equals and the change to roll call order will demonstrate that.
- Mayor Fox announced applications for a member to the Planning Commission/Board of Adjustment will be accepted through 5 pm May 13th. The vacancy is a result of Brandon Kearns election to City Council.

J) Council Comments

- Councilor Kearns pleaded with the audience to support the Police Department by burning blue porch lights all week. Blue bulbs are available for free at the Police Department.

K) Public Comments

- None

L) Public Recognition and Award Presentation for Alyce Korb - Tim Fox, Mayor

Mayor Fox invited Councilor Agee to offer a presentation of public recognition and a plaque to Vice Mayor Alyce Korb acknowledging her four years of service on the Glenpool City Council.

M) Scheduled Business

1) Discussion and possible action to approve minutes from April 20, 2015 meeting.

MOTION: Councilor Agee moved, second by Councilor Kearns to approve minutes as presented.

FOR: Vice-Mayor Ceesay; Mayor Fox; Councilor Agee; Councilor Kearns

AGAINST: None

ABSENT: Councilor Ballew

Motion carried.

2) Discussion and possible action to adopt Ordinance No. 697, An Ordinance Amending Ordinance No. 458, By Rezoning Certain Property Described Herein From Agriculture (AG) To Commercial General (CG), As Recommended By The Planning Commission Under Application GZ-246; And Repealing All Ordinances Or Parts Of Ordinances In Conflict Herewith.

Rick Malone, City Planner recommended approval to rezone an eighty acre tract from AG to CG. The property is located east of US Hy 75 and between W 166th St S and W 171st St S. He further advised that the Glenpool Planning Commission approved the zoning application at their April 27, 2015 meeting. Ricky Jones from Tanner Consulting representing the applicant was present for questioning.

MOTION: Vice Mayor Ceesay moved, second by Councilor Agee to approve Ordinance No. 697 as presented.

FOR: Mayor Fox; Councilor Agee; Councilor Kearns; Vice-Mayor Ceesay

AGAINST: None

ABSENT: Councilor Ballew

Motion carried.

- 3) Discussion and possible action to approve the Glenpool Water Tower Project Capital Improvements Agreement Between the Board of County Commissioners, Tulsa County, Oklahoma, and City of Glenpool, Oklahoma, implementing the March 4, 2015, award of \$1,540,641.00 of Excess Sales Tax to the City of Glenpool by the Tulsa County Vision Authority, and authorizing Mayor Fox to sign the Agreement, subject to such minor amendments as may be approved by the Board of County Commissioners.**

Mr. Kolman submitted for approval Glenpool Water Tower Project Capital Improvements Agreement. He informed the Council that the Agreement was a result of the City's first Vision application submittal.

MOTION: Vice Mayor Ceesay moved, second by Councilor Agee to approve the Agreement between the Tulsa County Board of Commissioners and the City of Glenpool, subject to such minor amendments as may be approved by the Board of County Commissioners, and authorize Mayor Fox to sign the Agreement

FOR: Councilor Agee; Councilor Kearns; Vice-Mayor Ceesay; Mayor Fox

AGAINST: None

ABSENT: Councilor Ballew

Motion carried.

- 4) Discussion and possible action to amend the 2015 Regular Meeting Calendar, to reschedule the May 18, 2015 meeting for May 19, 2015.**

Mr. Kolman credited Councilor Kearns with bringing to his attention the Glenpool High School graduation ceremony is scheduled for May 18, which conflicts with the next City Council meeting. He submitted for Council consideration, amending the 2015 Meeting Calendar to move the second meeting in May to Tuesday, May 19.

MOTION: Councilor Kearns moved, second by Councilor Agee to approve the amendment to the 2015 Regular Meeting Calendar as presented.

FOR: Councilor Kearns; Vice-Mayor Ceesay; Mayor Fox; Councilor Agee

AGAINST: None

ABSENT: Councilor Ballew

Motion carried.

- 5) Discussion and possible action to elect two members to the Board of Trustees of the Oklahoma Municipal Assurance Group for three-year terms commencing July 1, 2015.**

Susan White, City Clerk presented for action a ballot providing for the election of two members to the Oklahoma Municipal Assurance Group Board of Trustees.

MOTION: Vice Mayor Ceesay moved, second by Councilor Agee to register a vote for Bill Flanagan and Mike Nunneley.

FOR: Vice-Mayor Ceesay; Mayor Fox; Councilor Agee; Councilor Kearns

AGAINST: None

ABSENT: Councilor Ballew

Motion carried.

- 6) **Discussion and possible action to approve and authorize the City Manager to execute the FY 2015 – 2016 Addendum to the Public Works Project Contract entered into by and between the Oklahoma Department of Corrections and the City of Glenpool, dated December 14, 2011, for the purpose of assigning minimum security and community release eligible offenders to a public works project in the City of Glenpool, and further authorizing the expenditure of up to a maximum of \$750.00 base cost and a maximum of \$60.00 per prisoner per month, as set forth in the proposed Addendum.**

Lynn Burrow, Community Development Director urged Council members to continue the Agreement for the next fiscal year, contending the inmate labor program provides very needed manpower in our Streets/Parks department.

MOTION: Vice Mayor Ceesay moved, second by Councilor Agee to approve the FY 2015-2016 Addendum to the Public Works Project Contract with the Oklahoma Department of Corrections.

FOR: Mayor Fox; Councilor Agee; Councilor Kearns; Vice-Mayor Ceesay

AGAINST: None

ABSENT: Councilor Ballew

- 7) **Discussion and possible action to appoint Richard Watts and Howard Nelson to the Glenpool Planning Commission and Board of Adjustment, each serving a three year term commencing May 2015.**

Mayor Fox declared that Mr. Watts and Mr. Nelson have each served at least ten years and he appreciates their service and commitment to the position. He further recommended Council approval to re-appoint both Richard Watts and Howard Nelson to an additional three year term to Glenpool Planning Commission and Board of Adjustment.

MOTION: Councilor Agee moved, second by Councilor Kearns to appoint Richard Watts and Howard Nelson to the Glenpool Planning Commission and Board of Adjustment.

FOR: Councilor Agee; Councilor Kearns; Vice-Mayor Ceesay; Mayor Fox

AGAINST: None

ABSENT: Councilor Ballew

- 8) **Discussion and possible action to complete annual (or initial, as applicable) endorsement of the City of Glenpool Restated Code of Ethics and Policy Statement for Elected and Appointed Officials.**

Mayor Fox asserted he felt the Code was very important to the 'team'.

MOTION: Councilor Agee moved, second by Vice Mayor Ceesay to endorse the Code of Ethics and Policy Statement as presented.

FOR: Councilor Kearns; Vice-Mayor Ceesay; Mayor Fox; Councilor Agee

AGAINST: None

ABSENT: Councilor Ballew

- 9) **Discussion and possible action to appoint a designee from the City Council to represent the City of Glenpool on the Indian Nations Council of Governments governing board; and an alternate to attend in the designees' absence.**

MOTION: Vice Mayor Ceesay moved, second by Councilor Agee to appoint Mayor Timothy Fox as designee to the INCOG governing board, and Lowell Peterson, City Attorney as alternate.

FOR: Vice-Mayor Ceesay; Mayor Fox; Councilor Agee; Councilor Kearns

AGAINST: None

ABSENT: Councilor Ballew

10) Discussion and possible action to adopt Resolution No. 15-05-01, A Resolution Adopting The City Of Glenpool Social Media Policy And Directing Its Inclusion In The City Of Glenpool Employee Handbook And Personnel Policies.

MOTION: Councilor Agee moved, second by Vice Mayor Ceesay to adopt Resolution No. 15-05-01 as presented.

FOR: Mayor Fox; Councilor Agee; Councilor Kearns; Vice-Mayor Ceesay

AGAINST: None

ABSENT: Councilor Ballew

11) Discussion and possible action to authorize Mayor Fox or his designee to execute a Lender's Certificate with BancFirst for the purpose of obtaining two letters of credit in connection with securing payments owing, or to be owed, during implementation of the Agreement of Compromise, Settlement and Release between and among the City of Glenpool, the Glenpool Utility Services Authority and Creek County Rural Water District No. 2.

Lowell Peterson, City Attorney presented for approval a draft letter of credit pointing out to Council that it did not appear in its final form. Additionally, he explained the Lender's Certificate is required by the bank.

MOTION: Councilor Agee moved, second by Vice Mayor Ceesay to authorize Mayor Fox or his designee to execute the Lender's Certificate for the purpose of obtaining two letters of credit in connection with securing payments owing, or to be owed, during implementation of the Agreement of Compromise, Settlement and Release between and among the City of Glenpool, the Glenpool Utility Services Authority and Creek County Rural Water District No. 2.

FOR: Councilor Agee; Vice Mayor Ceesay; Mayor Fox; Councilor Kearns;

ABSENT: Councilor Ballew

Motion carried.

12) Discussion and possible action to adopt Ordinance No. 698, An Ordinance Amending Title 1, Administration; Chapter 9, City Departments; Article C. Legal Department; Section 1, Established, Appointment, Removal And Qualifications Of City Attorney; And Section 2, Duties Of City Attorney, Of The Code Of Ordinances Of The City Of Glenpool, Oklahoma, (2013) To Provide That The City Attorney Shall Be Employed By Contract With The City Council Upon The Non-Binding Recommendation Of The City Manager, And Making Such Other Changes In Title 1, Chapter 9, Article C. As Are Necessitated Thereby; Repealing All Ordinances Or Resolutions, Or Parts Of Ordinances Or Resolutions In Conflict Herewith; And Declaring An Emergency.

Lowell Peterson, City Attorney advised Council that the issue originated as part of the discussion during the Ad hoc Committee meeting in 2014. Some issues with the City Manager can present a conflict of interest for the attorney to represent both the Manager and the Council. Following discussion among the Council Members, City Attorney, and City Manager a motion to table was made:

MOTION: Councilor Agee moved, second by Councilor Kearns to table Items 12 - 14.

FOR: Councilor Kearns; Vice-Mayor Ceesay; Mayor Fox; Councilor Agee

AGAINST: None

ABSENT: Councilor Ballew

13) Discussion and possible action to adopt Emergency Clause with respect to Ordinance No. 698.

Tabled, see action in Item 12.

14) Discussion and possible action to enter into Executive Session for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of a salaried public employee pursuant to Title 25 Sec. 307(B)(1) of the Oklahoma Statutes (Open Meeting Act); to wit, discussion of draft City Attorney Employment Agreement between the City Council and Lowell Peterson, City Attorney.

Tabled, see action in Item 12.

15) Possible action to reconvene in Regular Session.

Not needed.

16) Executive Session for the purpose of discussing confidential communications between and among the Glenpool City Council/Glenpool Utility Services Authority Board of Trustees, both represented by the City/Trust Attorney and Special Counsel, concerning a pending investigation, claim, or action as to which the City and the Authority, with the advice of their Attorney, have determined that disclosure will seriously impair the ability of the City and the Authority to process the claim or conduct a pending investigation, litigation or proceeding in the public interest, pursuant to Title 25 Sec. 307(B)(4) of the Oklahoma Statutes (Open Meeting Act), to wit, discussion of negotiations between the parties following the recent decision by Judge Payne to deny the parties' joint motion for an administrative closing order and set the case for trial in June 2015 [USDC ND/OK Case No. 11-cv-441-JHP-FHM].

Mayor Fox declared the City Council meeting suspended at 7:27 p.m. and GUSA Board of Trustees should convene into the Regular GUSA meeting.

Mayor Fox declared the City Council meeting should resume at 7:39 p.m.

MOTION: Councilor Kearns moved, second by Vice Mayor Ceesay to convene in Executive Session at 7:39 p.m.

FOR: Vice-Mayor Ceesay; Mayor Fox; Councilor Agee; Councilor Kearns

AGAINST: None

ABSENT: Councilor Ballew

17) Possible action to reconvene in Regular Session.

MOTION: Councilor Kearns moved, second by Vice Mayor Ceesay to reconvene in Regular Session at 8:17 p.m.

FOR: Mayor Fox; Councilor Agee; Councilor Kearns; Vice-Mayor Ceesay

AGAINST: None

ABSENT: Councilor Ballew

K. Adjournment.

- Meeting was adjourned at 7:20 p.m.

Date

Mayor

ATTEST:

City Clerk

**MINUTES
CITY COUNCIL BUDGET WORKSHOP
AND
SPECIAL JOINT MEETING OF CITY COUNCIL AND THE
GLENPOOL UTILITY SERVICES AUTHORITY**

May 11, 2015

The Special Session of the Glenpool City Council was held at 6:35 p.m., Glenpool City Hall, 3rd Floor, 12205 S. Yukon Ave, Glenpool, Oklahoma. Councilors/Trustees present: Mayor/Chairman Tim Fox; Vice Mayor/Chairman Momodou Ceesay, Councilor/Trustee Patricia Agee; and Councilor/Trustee Brandon Kearns. Councilor/Trustee Jennifer Ballew was absent.

Staff present: Roger Kolman, City Manager; Lowell Peterson, City/Trust Attorney; Susan White, City Clerk/Trust Secretary; Dennis Waller, Police Chief; and Debbie Pengelly, Human Resources Director.

Also attending was Attorney Michael S. Linscott, of Doerner Saunders Daniel & Anderson, as special counsel.

BUDGET WORKSHOP

1. Discussion concerning FY 2015-2016 Proposed Budget.

Roger Kolman, City Manager proceeded with the Workshop at 6:35 p.m. He reviewed the adopted Budget Calendar with the Council. He presented a slide show and an updated budget proposal for discussion and inspection. Mr. Kolman directed the Councilors to areas in the proposed budget that had changed from the draft submitted on April 29. Some changes were due to pricing information that had been recently obtained by staff. The Budget Workshop closed at 7:17 p.m.

**SPECIAL JOINT MEETING OF THE CITY COUNCIL AND THE
GLENPOOL UTILITY SERVICES AUTHORITY**

- A) Mayor/Chairman Fox called the meeting to order at 7:26 p.m.**
- B) Susan White, City Clerk/Trust Secretary called the roll. Mayor/Chairman Fox declared a quorum of the City Council and GUSA Board of Trustees.**
 - 1) Discussion and possible action to enter into Executive Session for the purpose of discussing confidential communications between and among the Glenpool City Council/Glenpool Utility Services Authority Board of Trustees, both represented by the City/Trust Attorney and Special Counsel, concerning a pending investigation, claim, or action as to which the City and the Authority, with the advice of their Attorney, have determined that disclosure will seriously impair the ability of the City and the Authority to process the claim or conduct a pending investigation, litigation or proceeding in the public interest, pursuant to Title 25 Sec. 307(B)(4) of the Oklahoma Statutes (Open Meeting Act), to wit, discussion of the proposed settlement agreement**

between the parties and the advisability or not of approving and authorizing execution of the same.

Lowell Peterson, City/Trust Attorney recommended Council convene in Executive Session to discuss latest developments pertaining to lawsuit.

MOTION: Vice Mayor/Chairman Ceesay moved, second by Councilor/Trustee Kearns to convene in Executive Session at 7:27 p.m.

FOR: Vice Mayor/Chairman Ceesay; Mayor/Chairman Fox; Councilor/Trustee Agee; Councilor/Trustee Kearns

AGAINST: None

ABSENT: Councilor/Trustee Ballew

Motion carried.

2) Possible action to reconvene in Special Joint Session.

MOTION: Councilor/Trustee Agee moved, second by Vice Mayor/Chairman Ceesay to reconvene in Special Joint Session at 8:14 p.m.

FOR: Mayor/Chairman Fox; Councilor/Trustee Agee; Councilor/Trustee Kearns; Vice Mayor/Chairman Ceesay

AGAINST: None

ABSENT: Councilor/Trustee Ballew

Motion carried.

3) Discussion and possible action to approve and authorize execution of the proposed Agreement of Compromise, Settlement and Release for the purposes or dismiss the pending federal litigation between Creek County Rural Water District No. 2 (plaintiff) and the City of Glenpool and the Glenpool Utility Services Authority (defendants).

MOTION: Councilor/Trustee Kearns moved that the motion to act upon this item be amended to read as stated in the motion, second by Councilor/Trustee Agee. to approve and authorize execution of Agreement of Compromise, Settlement and Release for the purpose of dismissing pending federal litigation between Creek County Rural Water District No. 2 (plaintiff) and the City of Glenpool and the Glenpool Utility Services Authority (defendants), and to authorize the execution and performance, by staff or legal counsel, of such other documents and actions as they may deem necessary to effect the purposes thereof.

FOR: Councilor/Trustee Agee; Councilor/Trustee Kearns; Vice Mayor/Chairman Ceesay; Mayor/Chairman Fox

AGAINST: None

ABSENT: Councilor/Trustee Ballew

Motion carried.

- Meeting was adjourned at 8:20 p.m.

Date

Mayor

ATTEST:

City Clerk



Oklahoma Municipal Assurance Group

3650 S. Boulevard • Edmond, OK 73013-5581 • 405/657-1400 • 800/234-9461 • fax: 405/657-1401 • www.omag.org

May 8, 2015

Ms. Deborah Pengelly
HR Director
City of Glenpool
P.O. Box 70
Glenpool, OK 74033-0070

Re: 2015-2016 Workers' Compensation Plan Renewal

Dear Ms. Pengelly:

Enclosed please find your 2015-2016 Workers' Compensation Plan renewal and accompanying forms for your submittal.

Please review the Invoice for the 2015-2016 renewal noting the stated Fee and any Interest amount.

The Workers' Compensation Plan Renewal is a two-step process:

Step 1) The "Renewal Participation Agreement" must be completed, signed and returned to OMAG by June 15, 2015; and

Step 2) Premium Payment may be sent with the Agreement or follow later to comply with budget requirements if necessary; however, premium is due no later than July 15th.

As of May 7, 2015, you have an outstanding balance/(credit due to you) of \$-1,000.00. Please remit any balance due OMAG with or before your July 15, 2015, installment. If you have a credit due to you, we will apply the balance to your July 1, 2015 renewal, unless you instruct us differently.

Your claims are processed by Consolidated Benefits Resources (CBR), an experienced claims administrator who processes the workers' compensation claims on behalf of OMAG participants. If you have questions, you may reach the CBR staff at (800)234-9461. Please refer to the cover memo on the claims packet for further information.

Should you have any questions, please call us at (800)234-9461.

Sincerely,

Randy Stone
Director of Underwriting

Enclosures: 1. Renewal Agreement
 2. Invoice
 3. Payroll and Premium Breakdown

OKLAHOMA MUNICIPAL ASSURANCE GROUP
STANDARD PLAN (First Dollar)

2015-2016 Renewal Participation Agreement for the City of Glenpool

The premium for participation in the **Oklahoma Municipal Assurance Group (OMAG) Workers' Compensation Plan** for the period July 1, 2015 through June 30, 2016 as stated on the Invoice is accepted as an amendment to our original agreement with OMAG for continued participation in the Workers' Compensation Plan.

(Select and initial the appropriate boxes below, where applicable.)

A. **INTEREST CREDIT** ----- \$ **0.00**
(If any, has been applied to reduce the 2015-2016 premium for renewal participation.)

B. **RSR CREDIT** ----- \$ **0.00**

(Below, fill in the dollar amount of the "RSR Credit", if one appears)

- () 1. We wish to apply \$_____ of our **RSR Credit** to an Escrow Account for our municipality, **AND/OR**
- () 2. We will use \$_____ of our **RSR Credit** to reduce our 2015-2016 premium for renewal of participation.

C. **ESCROW** ----- \$ **0.00**

(Below, fill in the dollar amount of the "Escrow Credit", if one appears.)

- () 1. We will use \$_____ of our **Escrow Credit** to reduce our 2015-2016 premium for renewal of participation **(NOTE: COPY OF MINUTES REQUIRED)**, OR
- () 2. We will not use any of our **Escrow Credit** to reduce our 2015-2016 premium for renewal of participation.

Premium shall be due and payable on or before the first day of the agreement period or within thirty (30) days of the date of invoice, whichever is later. OMAG offers three payment plans: annual, semi-annual and quarterly. Payment is due and payable on or before the installment date or within (30) days of the date of the installment invoice, whichever is later. However, interest shall be paid at the rate of ten percent (10%) on the amount of the unpaid balance after the final payment due date.

Failure to pay or for OMAG to receive the premium due on the above stated dates shall result in cancellation and non-coverage for you for the period in which the premium was due, or any extension thereof as a result of your decision to make the installment payments.

Date

Signature of Authorized Representative

Printed Name and Title

NOTE: THIS AGREEMENT MUST BE SIGNED AND RETURNED TO OMAG BY JUNE 15, 2015 TO RENEW JULY 1ST.

(Mail this Agreement, with or without the payment, to OMAG by June 15th at address shown below.)
If payment is mailed after June 15th, it must be received at OMAG by July 15th.

Oklahoma Municipal Assurance Group
3650 S. Boulevard, Edmond, OK 73013-5581





STANDARD PLAN INVOICE

Mail Payment to:

Oklahoma Municipal Assurance Group

3650 South Boulevard
Edmond, OK 73013

TO: Ms. Deborah Pengelly
City of Glenpool
P.O. Box 70
Glenpool, OK 74033-0070

May 6, 2015

Premium for the Participation in the OMAG Workers' Compensation STANDARD PLAN Plan for the Period of July 1, 2015 to June 30, 2016	\$153,484
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Interest Credit to March 31, 2015	(\$0)
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AMOUNT DUE:	\$153,484
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This Payment is due by July 15, 2015

Mail payment to address shown above.

NOTE: Unless a due date is stated above, this invoice is due and payable on or before the first day of the agreement period.

Oklahoma Municipal Assurance Group Workers' Compensation Standard Plan

MEMBER CITY OF GLENPOOL
GLENPOOL UTILITIES SERVICE AUTHORITY

Policy Number 01810925-15-1
Member #: 170

ADDRESS P.O. Box 70
Glenpool, OK 74033-0070

Policy Period: 7/1/2015 TO 7/1/2016

Class Code	DESCRIPTION	2014 Payroll	Employee No	Volunteer No	RATE	Premium
5611	Street or Road Construction or Maintenance & Drivers	99,070	8.0	0.0	13.52	13,394
7705	Ambulance Drivers - EMT - First Responders	9,144	0.0	3.0	9.47	866
7710	Firefighters & Drivers	976,409	17.0	0.0	6.36	62,100
7711 A	Firefighters, Civil Defense & Drivers - Volunteers	11,260	0.0	19.0	13.13	1,478
7720	Police Officers & Drivers	1,295,302	31.0	0.0	5.1	66,060
8601	City Engineer	79,252	1.0	0.0	0.96	761
8810	Clerical Office Employees NOC	782,982	23.0	0.0	0.81	6,342
8820	Attorney - All Employees	101,186	1.0	0.0	0.76	769
8831	Animal Control	14,254	2.0	0.0	4	570
9015	Building Operation By Owner	81,885	4.0	0.0	9.83	8,049
9410	Municipal or Township Employees NOC	135,848	3.0	0.0	2.74	3,722
Sum		3,586,592	90.0	22.0		

STANDARD PREMIUM		164,111
EXPERIENCE MODIFICATION APPLIED:	1.33	218,268
PREMIUM DISCOUNT:	24.5%	-53,477
	TERRORISM:	359
	CATASTROPHE:	359
CLAIMS HANDLING CREDIT:	15%	-24,825
	EXPENSE CONSTANT:	140
STANDARD PLAN TOTAL:		140,824
OMAG ADMIN FEE:	8.99%	12,660
TOTAL PREMIUM:		153,484

NOTICE
GLENPOOL UTILITY SERVICE AUTHORITY
SPECIAL MEETING

A special session of the Glenpool Utility Service Authority will be held immediately following the Glenpool City Council meeting, which starts at 6:00 p.m. on Tuesday May 19, 2015, at Glenpool City Hall, City Council Chambers, 3rd Floor, 12205 S. Yukon Ave., Glenpool, Oklahoma.

The following items are scheduled for consideration by the Authority at that time:

AGENDA

- A. Call to Order
- B. Roll call, declaration of quorum
- C. Scheduled Business
 - 1) Discussion and possible action to renew Agreement between the Glenpool Utility Service Authority and Oklahoma Municipal Assurance Group (OMAG) to provide Workers' Compensation Insurance for FY 2015-2016 in an amount of \$153,434.00 and authorizing the City Manager to execute any and all necessary documents.
 - 2) Discussion and possible action to enter into Executive Session for the purpose of discussing confidential communications between and among the Glenpool City Council/Glenpool Utility Services Authority Board of Trustees, both represented by the City/Trust Attorney and Special Counsel, concerning a pending investigation, claim, or action as to which the City and the Authority, with the advice of their Attorney, have determined that disclosure will seriously impair the ability of the City and the Authority to process the claim or conduct a pending investigation, litigation or proceeding in the public interest, pursuant to Title 25 Sec. 307(B)(4) of the Oklahoma Statutes (Open Meeting Act), *to wit*, discussion of negotiations between the parties following the recent decision by Judge Payne to deny the parties' joint motion for an administrative closing order and set the case for trial in June 2015 [USDC ND/OK Case No. 11-cv-441-JHP-FHM].
 - 3) Possible action to reconvene in Special Session.
- D. Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on _____, 2015 at ____:____ am/pm.

Signed: _____
Clerk