



**NOTICE
GLENPOOL CITY COUNCIL
REGULAR MEETING**

A Regular Session of the Glenpool City Council will be held at 6:00 p.m. on February 22, 2022, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

NOTE: The Glenpool City Council will be assembled for the meeting at the City Council Chambers, 12205 S. Yukon Ave, Glenpool, Oklahoma. Members of the public are invited to attend the in-person meeting, or join a live broadcast at this link:

Join Zoom Meeting

<https://us02web.zoom.us/j/89753555435?pwd=QzdFVjA1b0lKa1lSUFlKbUNrUUxtdz09>

Meeting ID: 897 5355 5435

Passcode: 974088

One tap mobile

+13462487799, US (Houston)

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Find your local number: <https://us02web.zoom.us/j/89753555435?pwd=QzdFVjA1b0lKa1lSUFlKbUNrUUxtdz09>

The City Council welcomes comments from citizens of Glenpool who wish to address any item on the agenda.

- Speakers attending in **PERSON** are required to complete the Request to Speak form located on the agenda table and return to the City Clerk **PRIOR TO THE CALL TO ORDER.**
- Speakers attending via **ZOOM** are required to complete the Request to Speak form located on our website: <https://glenpoolonline.civicweb.net/document/19057/Request%20to%20Speak%20Form.pdf> and email it to the City Clerk: Wknight@cityofglenpool.com **PRIOR TO 6:00 PM FEBRUARY 22, 2022.**

AGENDA

Page

- A) **Call to Order - Joyce G. Calvert, Mayor**
- B) **Roll Call, Declaration of Quorum – Wendy Knight, City Clerk; Joyce G. Calvert, Mayor**
- C) **Invocation – Brent McClure, Woodlake Church Glenpool**
- D) **Pledge of Allegiance – Joyce G. Calvert, Mayor**
- E) **Introduction of Promoted Supervisors – Jim Martin, Police Chief**
- F) **City Manager Report – David Tillotson, City Manager**
 - 1) [CM Report.02222022](#)
- G) **Mayor Report – Joyce G. Calvert, Mayor**
- H) **Council Comments**

3 - 5

I) **Public Comments**

J) **Scheduled Business**

- 1) Discussion and possible action to approve, deny, or amend minutes from February 7, 2022 meeting. 6 - 14
(Wendy Knight, City Clerk)
[City Council Regular Meeting - 07 Feb 2022 - Minutes - Html](#)
- 2) Discussion and possible action to approve or deny a Partial Release of Right of Way and Disclaimer as to certain real property, to wit: the South 330 feet of the West 792 feet of the Northwest Quarter of the Northwest Quarter (NW/4 NW/4) of Section Eight (8), Township Seventeen (17) North, Range Thirteen (13) East, Tulsa County, State of Oklahoma, according to the United States Government Survey thereof, containing 6.0 acres more or less. 15 - 16
(David Tillotson, City Manager)
[Final - Partial Release](#)
- 3) Discussion and possible action to approve, deny, or amend Ordinance No. 798, an Ordinance partially closing/vacating a general utility easement within the NW/4 of the NW4 of Section 8, Township 17 North, Range 13 East, Tulsa County, Oklahoma, and repealing all Ordinances or parts of Ordinances in conflict herewith. **Tabled from February 7, 2022 Council meeting.** 17 - 24
(David Tillotson, City Manager)
[Ordinance No. 798 Easement Closure](#)
- 4) Discussion and possible action to approve or deny a quote received from City Wide Plumbing, Option No. 2, in an amount not to exceed \$12,500.00 for a hot water boiler replacement at the Public Safety Building. 25 - 26
(Paul Newton, Fire Chief)
[Staff Report PSB Boiler](#)
[CW Boiler Quote](#)
- 5) Discussion and possible action to enter Executive Session for the purpose of engaging in confidential communications between the City Council and its attorney concerning pending litigation, to wit: CCL Ranch Properties, LLC, et al. v. Cardinal Industries, LLC, et al., Oklahoma Supreme Court Case No. DF-119608, the Council having been advised by its attorney that disclosure will seriously impair the ability of the Council to conduct the litigation in the public interest, pursuant to Title 25, Section 307(B)(4) of the Oklahoma Statutes.
(Eric Wade, City Attorney)
- 6) Discussion and possible action to reconvene in Regular Session.
(Joyce G. Calvert, Mayor)
- 7) Discussion and possible action to authorize the City Attorney, in consultation with the City Manager, to proceed in the litigation in a manner consistent with the discussion in executive session.
(Eric Wade, City Attorney)

K) **Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on February 18, 2022, by 4:00 pm.

Signed: Wendy Knight

City Clerk



To: Mayor and Council

From: David Tillotson

Date: February 7, 2022

Re: City Manager Report

COVID

Our active COVID caseload continues to decline this week. We dropped another 103 cases over the last week and are now down to 86 active cases. This is the lowest active case count among the Tulsa County cities being tracked. We experienced one death in Glenpool since our last meeting according to the State's data. I have attached the regional chart that Sand Springs has been coordinating and our internal tracking chart showing state, county, and Glenpool cases.

City	Total Cases	Current Deaths	Death ↑ or =	Recovered	Current Cases	Case ↑ ↓ =	Population	Current Infection Rate %	Total Infection Rate %	Death % of Infected	Death % of Population
Collinsville	5,645	69	↑01	5,452	124	↓212	7,069	1.75%	79.86%	1.22%	0.98%
Skiatook	3,949	43	↑02	3,819	87	↓120	7,953	1.09%	49.65%	1.09%	0.54%
Sand Springs	8,132	120	↑02	7,814	198	↓311	19,897	1.00%	40.87%	1.48%	0.60%
Sapulpa	8,384	123	↑03	8,061	200	↓324	20,802	0.96%	40.30%	1.47%	0.59%
Broken Arrow	37,342	586	↑06	36,164	792	↓1188	109,171	0.73%	34.21%	1.03%	0.35%
Owasso	12,508	149	↑04	12,095	264	↓445	36,722	0.72%	34.06%	1.19%	0.41%
Bixby	8,430	63	↑02	8,177	190	↓240	27,454	0.69%	30.71%	0.75%	0.23%
Glenpool	3,866	45	=	3,735	86	↓103	13,391	0.64%	28.87%	1.16%	0.34%
Tulsa	101,694	1,242	↑21	98,239	2,213	↓3225	400,669	0.55%	25.38%	1.22%	0.31%
Jenks	6,060	45	=	5,905	110	↓156	23,354	0.47%	25.95%	0.74%	0.19%
Total	196,010	2,285	↑41	189,461	4,264	↓6334	666,482	0.64%	29.41%	1.17%	0.34%

12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641

Mayor Joyce Calvert, Ward 3; Vice-Mayor Brandon Kearns, At-Large;

Tim Fox, Ward 1; Chris Brobst, Ward 2; Jacqueline Lund, Ward 4

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Wendy Knight

www.glenpoolonline.com

Weekly Data

Glenpool

Date	Cumulative	Recovered	Active	Deaths	Level
3/24/2021	1587	1539	48	17	
3/31/2021	1589	1547	42	17	Yellow
4/7/2021	1590	1546	44	24	Yellow
4/14/2021	1597	1546	51	24	Yellow
4/21/2021	1602	1551	51	24	Yellow
4/28/2021	1605	1559	46	24	Yellow
5/5/2021	1605	1559	46	24	
5/12/2021	1616	1585	31	25	Green

State

Cumulative	Recovered	Active	Deaths
435449	419693	15756	4850
437853	422360	15493	4953
440023	423402	16621	6669
443756	427029	16727	6697
445649	428811	16838	6716
447279	430095	17184	6788
448872	439686	9186	6832
450315	441302	9013	6878

County

Cumulative	Recovered	Active	Deaths
72378	71231	1147	774
72684	71625	1059	794
73012	71990	1022	1014
73345	72320	1025	1022
73773	72686	1087	1022
74049	72957	1092	1033
74382	73925	457	1044
74684	74238	446	1054

8/11/2021	1884	1748	109	27	Extreme Severe Risk	500311	472124	20593	7594	85186	80090	3916	1180
8/18/2021	1944	1805	111	28	Extreme Severe Risk	515801	484745	23380	7676	87935	82435	4313	1196
8/25/2021	2006	1873	103	30	Extreme Severe Risk	530594	499290	23492	7812	90347	85134	3985	1228
9/1/2021	2114	1939	145	30	Extreme Severe Risk II	550239	515598	26640	8001	93253	88009	3971	1273
9/8/2021	2192	2023	139	30	Extreme Severe Risk II	568874	533334	27332	8208	96102	90763	4027	1312
9/15/2021	2250	2135	80	35	Severe Risk	584692	552719	23533	8440	98668	93463	3840	1365
9/22/2021	2303	2188	77	38	Severe Risk	598072	569264	20093	8715	100900	95852	3642	1406
9/29/2021	2352	2256	57	39	High Risk	609737	584478	16310	8949	102751	98516	2795	1440
10/6/2021	2397	2301	57	39	High Risk	619056	596855	12988	9213	104222	100525	2215	1482
10/13/2021	2432	2333	59	40	Severe Risk	627699	606392	11905	9402	105510	102002	2003	1505
10/20/2021	2453	2366	46	41	High Risk	635447	615193	9714	10540	106577	103367	1570	1640
10/27/2021	2482	2409	32	41	High Risk	641051	622476	7865	10710	107493	104509	1315	1669
11/3/2021	2503	2441	21	41	Moderate	645352	628075	6398	10879	108272	105438	1140	1694
11/10/2021						650004	632942	6051	11011	109083			1713
11/17/2021	2526	2470	15	41	Moderate	655511	636463	7961	11087	110000			1729
11/24/2021	2542	2477	24	41	Moderate	661289	641092	8976	11221	110875			1759
12/1/2021	2553	2492	20	41	Moderate	666040	647177	7594	11269	111492			1766
12/8/2021	2578	2506	31	41	High Risk	674758	652632	10742	11384	113212			1788
12/15/2021	2600	2527	31	42	Low Risk	681991	659026	11530	11435	114575			1797
12/22/2021	2615	2537	36	42	High Risk	689236	665696	12037	11503	115760			1805
12/29/2021	2643	2562	39	42	High Risk	697590	672972	13066	11552	117449			1810
1/5/2022	2701	2582	76	43	Severe Risk	716870	681503	23720	11647	118783			1816
1/12/2022	2857	2626	187	44	Extreme Risk III	765013	693016	60256	11741	126355			1829
1/19/2022	3138	2724	360	44	Extreme Risk III	836756	728060	96823	11873	137519			1854
1/26/2022	3427	2893	490	44	Extreme Risk III	914062	777497	124521	12044	150136			1880
2/2/2022	3755	3308	403	44	Extreme Risk III	976914	862703	102018	12193	161879			1899
2/9/2022	3836	3602	189	45	Extreme Risk II	997783	935003	50355	12425	165561			1914
2/16/2022	3866	3735	86	45	Extreme Risk I	1009129	976153	20209	12767	167129			1948

Open Positions

The City currently has positions open in the following departments:

- Public Works: 6 positions
 - City Engineer *new in FY21-22 budget
 - Equipment Operator
 - Streets/Parks Laborer
 - Administrative Assistant
 - Water/Sewer Laborer – 2 positions
- Police Department: 2 Positions
 - Animal Control Officer *new in FY21-22 budget
 - Lieutenant *new in FY21-22 budget
- Administration: 1 Position
 - Part-time Administrative Assistant *new in FY21-22 budget
- Fire Department: 3 Positions
 - Firefighter *new in FY21-22 budget
- Finance Department: 1 Position
 - Controller *new in FY21-22 budget

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City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Wendy Knight

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Legislative

The state legislative season is under way, and we are working with the Oklahoma Municipal League and INCOG to track bills pertaining to municipal operations. One of the biggest issues we are watching is the grocery sales tax exemption. There are several competing bills on this topic, but we are being told by multiple legislators that they are committed to keeping the tax in place for municipalities, so they do not harm them. While this is good news in the short term, I am concerned that this municipal carve-out will likely go away in a future session sometime in the next several years. I believe it is likely that a grocery sales tax exemption bill will pass this session.

Although there are a large number of bills affecting cities still in play, it is still very early in the session, and we expect to see a number of them fall out in the next few weeks as they go through the committee process. As part of our monitoring efforts, CTAG (Coalition of Tulsa Area Governments) which is a legislative committee through INCOG and a committee on which I sit, has submitted their slate of issues to the INCOG Board, who approved it at their last meeting. The slate is as follows:

Support:

- Any legislation and advocacy that encourages inter-governmental cooperation among and between cities and counties, promotes diversification of municipal revenue sources, enhances local government efficiency and effectiveness, protects local control of local issues, and empowers local governments to promote economic development.
- Multi-jurisdictional and intergovernmental cooperation for projects with American Rescue Plan Act funds.
- Changes to Open Meetings Law – support legislation modifying the language of the Open Meetings Act to allow for more practical application of the virtual meeting option currently in statute.
- County Roads and Bridges – support efforts to provide a more need-based allocation of CIRB funds.

Oppose:

- Any legislation that enacts mandates for local governments without a corresponding revenue source and that increases fees on local governments purely to fund the operation of state government.
- Any legislation that restricts local control of local issues.

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MINUTES
City Council Regular Meeting
Monday, February 7, 2022 Council Chambers 6:00 PM

COUNCIL PRESENT: Joyce Calvert
Tim Fox
Chris Brobst
Jacqueline Triplett-Lund

COUNCIL ABSENT: Brandon Kearns

STAFF PRESENT: David Tillotson
Wendy Knight
Frank Ordaz
Lynn Burrow
Jim Martin

STAFF ABSENT: Susan White

- A) Call to Order - Joyce G. Calvert, Mayor**
Mayor Calvert called the meeting to order at 6:00 p.m.
- B) Roll Call, Declaration of Quorum – Wendy Knight, City Clerk; Joyce G. Calvert, Mayor**
Wendy Knight called the roll, Mayor Calvert declared a quorum present.
Brian Kuester was also in attendance.
- C) Invocation – Carlos Barahona, Prayer & Healing Center**
- D) Pledge of Allegiance – Joyce G. Calvert, Mayor**
- E) Public Safety Swearing-In Ceremony and Introduction– George Miles, Municipal Judge; Jim Martin, Police Chief**
Chief Martin introduced Communications Officer Macey Willet, and Police Officer Sydney Fleetwood.
Judge Miles administered the Oath of Office to Officer Sydney Fleetwood.
- F) City Manager Report – David Tillotson, City Manager**
[CM Report.02072022](#)

G) Mayor Report – Joyce G. Calvert, Mayor

- Thanked the community for their condolences on the passing of Aunt Joyce Hunter, who was also a life-long member of Glenpool First Baptist Church.

H) Council Comments

Councilor Lund said Glenpool wrestling team will be going to Dual State in Enid on Friday, and will go back Saturday if they win.

Councilor Brobst thanked the employees and everyone involved in clearing the ice and snow during the winter storm.

I) Public Comments

There were no public comments.

J) Scheduled Business

- 1) Discussion and possible action to approve, deny, or amend minutes from January 18, 2022, and January 26, 2022 meetings.
(Wendy Knight, City Clerk)

Moved by Jacqueline Triplett-Lund, seconded by Chris Brobst

To approve the minutes as presented.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns				x
Tim Fox	x			
Chris Brobst	x			
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

[City Council Regular Meeting - 18 Jan 2022 - Minutes - Html](#)

[City Council Emergency Meeting - 26 Jan 2022 - Minutes - Html](#)

- 2) Discussion and possible action to approve, deny, or amend Ordinance No. 798, an Ordinance partially closing/vacating a general utility easement within the NW/4 of the NW4 of Section 8, Township 17 North, Range 13 East, Tulsa County, Oklahoma, and repealing all Ordinances or parts of Ordinances in conflict herewith. **Tabled from January 18, 2022 Council meeting.**
(David Tillotson, City Manager)
***STAFF WILL BE RECOMMENDING COUNCIL TABLE THIS ITEM AT**

THE APPLICANT'S REQUEST

Mr. Tillotson recommended Council table this item at the applicant's request.

Moved by Chris Brobst, seconded by Joyce Calvert

To table this item.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns				x
Tim Fox	x			
Chris Brobst	x			
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

Ordinance No. 798 Easement Closure Request to table

- 3) Discussion and possible action to approve, deny or amend Ordinance 799, an ordinance of the City of Glenpool, Oklahoma, amending Title 2 (Finance and Taxation), Chapter 2 (Contracts and Purchases), Section 2-2-3 (City Council Approval Required) of the Code of Ordinances for the City of Glenpool for the purpose of increasing the City Manager's discretionary spending limit; repealing conflicting ordinances; containing a partial invalidity savings clause; and containing other provisions related thereto.
(David Tillotson, City Manager)

Mr. Tillotson presented Ordinance 799, an ordinance of the City of Glenpool, Oklahoma, amending Title 2 (Finance and Taxation), Chapter 2 (Contracts and Purchases), Section 2-2-3 (City Council Approval Required) of the Code of Ordinances for the City of Glenpool for the purpose of increasing the City Manager's discretionary spending limit; repealing conflicting ordinances; containing a partial invalidity savings clause; and containing other provisions related thereto. This ordinance is being placed on the agenda at the request of Mayor Calvert and Vice-Mayor Kearns.

Moved by Jacqueline Triplett-Lund, seconded by Joyce Calvert

To approve Ordinance 799, an ordinance of the City of Glenpool,

Oklahoma, amending Title 2 (Finance and Taxation), Chapter 2 (Contracts and Purchases), Section 2-2-3 (City Council Approval Required) of the Code of Ordinances for the City of Glenpool for the purpose of increasing the City Manager's discretionary spending limit to thirty-five thousand dollars (\$35,000); repealing conflicting ordinances; containing a partial invalidity savings clause; and containing other provisions related thereto.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns				x
Tim Fox	x			
Chris Brobst	x			
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

[Staff Report - CM Spending Limit.Ord 799](#)

- 4) Discussion and possible action to determine which, if any, council members attend the ICSC@Red River Conference in Dallas on March 30-April 1, 2022.
(David Tillotson, City Manager)

Mr. Tillotson presented information regarding the ICSC@Red River Conference in Dallas on March 30-April 1, 2022, and recommended that he, the City Manager, attend this event either without Council participation or with a single Council member.

Moved By Tim Fox, to send the City Manager and only the necessary staff to attend the ICSC@Red River Conference in Dallas on March 30-April 1, 2022.

ITEM DIED FOR LACK OF A SECOND.

Moved by Chris Brobst, seconded by Jacqueline Triplett-Lund

To send the City Manager and Mayor Calvert to attend the ICSC@Red River Conference in Dallas on March 30-April 1, 2022.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns				x

Tim Fox		x		
Chris Brobst	x			
Jacqueline Triplett-Lund	x			
	3	1	0	1

CARRIED.

Staff Report - ICSC Texas

- 5) Discussion and possible action to approve or deny purchasing the equipment, software and services needed to complete the in-car computer project for the Police Department from funds in the CARES Funds designated reserve in the FY21-22 Budget.
(David Tillotson, City Manager)

Mr. Tillotson presented and recommended Council approval of purchasing the equipment, software and services needed to complete the in-car computer project for the Police Department from funds in the CARES Funds designated reserve in the FY21-22 Budget. The City Council authorized the police department to move forward with an in-car computer system in 2019 utilizing iPads and software through Tyler Technologies. Unfortunately, Tyler has been unable to make the iPads work as promised in their demonstrations and have subsequently scaled back their software capabilities on that platform. As a result, the software no longer offers many of the functions that we desire. We have been negotiating with Tyler Technologies on future discounts for the software and/or payments from them for our costs with the project to date.

Moved by Chris Brobst, seconded by Jacqueline Triplett-Lund

To approve purchasing the equipment, software and services needed to complete the in-car computer project for the Police Department from funds in the CARES Funds designated reserve in the FY21-22 Budget.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns				x
Tim Fox	x			
Chris Brobst	x			
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

[Staff Report - Final PD In-Car Computers 2](#)

- 6) Discussion and possible action to approve or deny FY21-22 Budget Amendment CITY-08 in the amount of \$146,739.
(Frank Ordaz, Finance Director)

Mr. Ordaz presented and recommended Council approval of FY21-22 Budget Amendment CITY-08 in the amount of \$146,739.

Moved by Tim Fox, seconded by Chris Brobst

To approve or deny FY21-22 Budget Amendment CITY-08 in the amount of \$146,739.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns				x
Tim Fox	x			
Chris Brobst	x			
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

[Budget Amendment for Police In-car Computer Project City08](#)

- 7) Discussion and possible action to approve or deny FY21-22 Budget Amendment CITY-07 in the amount of \$1,216,998.26.
(Frank Ordaz, Finance Director)

Mr. Ordaz presented and recommended Council approval of FY21-22 Budget Amendment CITY-07 in the amount of \$1,216,998.26.

Moved by Jacqueline Triplett-Lund, seconded by Joyce Calvert

To approve FY21-22 Budget Amendment CITY-07 in the amount of \$1,216,998.26.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns				x
Tim Fox	x			
Chris Brobst	x			
Jacqueline Triplett-	x			

Lund				
	4	0	0	1

CARRIED.

[Staff Report - ARPA Special Purpose Fund - Budget Amendment
Budget Amendment for FY2021-2022 ARPA Funds City07](#)

- 8) Discussion and possible action to approve or deny acceptance of public paving and storm sewer improvements, serving Glenn Hills Phase II residential development.
(Lynn Burrow, Community Development Director)

Mr. Burrow presented and recommended Council approve acceptance of public paving and storm sewer improvements, serving Glenn Hills Phase II residential development. These public paving and storm sewer related improvements were permitted for construction by the City of Glenpool and were inspected by City staff during construction for compliance with the approved construction plans as well as with City of Glenpool design criteria. It should be noted that these paving and storm sewer improvements were constructed within public street rights-of-way and general utility easements created by the approved final subdivision plat for Glenn Hills Phase II: Blocks 7 thru 11.

Moved by Chris Brobst, seconded by Joyce Calvert

To approve acceptance of public paving and storm sewer improvements, serving Glenn Hills Phase II residential development.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns				x
Tim Fox	x			
Chris Brobst	x			
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

[Acceptance Paving Stormsewer Glenn Hills Phase II](#)

- 9) Discussion and possible action to enter Executive Session for the purpose of engaging in confidential communications between the City Council and its attorney concerning a pending tort claim by Christa Baker, an individual, the Council having been advised by its attorney that disclosure will seriously impair the ability of the Council to process

the claim in the public interest, pursuant to Title 25, Section 307(B)(4) of the Oklahoma Statutes.

(David Tillotson, City Manager)

Moved by Jacqueline Triplett-Lund, seconded by Chris Brobst

To enter into Executive Session at 6:38 p.m.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns				x
Tim Fox	x			
Chris Brobst	x			
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

- 10) Discussion and possible action to reconvene in Regular Session.
(Joyce G. Calvert, Mayor)

Moved by Jacqueline Triplett-Lund, seconded by Chris Brobst

To reconvene in Regular Session at 7:03 p.m.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns				x
Tim Fox	x			
Chris Brobst	x			
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

- 11) Discussion and possible action to approve or disapprove OMAG recommendation to deny Tort Claim No. 21047-4-BD, Claimant Christa Baker.
(Wendy Knight, City Clerk)

Ms. Knight presented OMAG recommendation to deny Tort Claim No. 21047-4-BD, Claimant Christa Baker.

- Christa Baker, Claimant, spoke in opposition, and asked that

Council pay her claim.

Moved by Chris Brobst, seconded by Tim Fox

To approve OMAG recommendation to deny Tort Claim No. 21047-4-BD, Claimant Christa Baker.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns				x
Tim Fox	x			
Chris Brobst	x			
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

[Tort Claim Denial Recommendation Letter](#)
[Redacted Tort Claim](#)

K) Adjournment

Mayor Calvert declared the meeting adjourned at 7:06 p.m.



To: Mayor and Council

From: David Tillotson, City Manager

Date: February 17, 2022

Re: Partial Release of Right of Way

Background:

The property owner for the property described on the Partial Release of Right of Way and Disclaimer, through attorney Max Harris, has requested the City vacate and close an easement that we own on the property. Lowell Peterson had previously prepared an ordinance to vacate the easement, but after further consideration with our attorney, Eric Wade, and the requesting party's attorney, Max Harris, we believe the best solution is for the City to approve the Partial Release of Right of Way and Disclaimer.

This easement was originally acquired by the City from Upland Resources in 1999 to accommodate construction of the sanitary sewer discharge forcemain. While the forcemain was built, and still resides, within the easement it does not lie within the portion of the easement described in the Partial Release and as such we are comfortable releasing that portion of the easement back to the property owners.

Should Council approve the Partial Release, the previously tabled item, which is back on the agenda, should be moot and can be denied.

Staff Recommendation:

Staff recommends Council approve the Partial Release of Right of Way and Disclaimer.

Attachments:

- Partial Release of Right of Way and Disclaimer

12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641

Mayor Joyce Calvert, Ward 3; Vice-Mayor Brandon Kearns, At-Large;

Tim Fox, Ward 1; Chris Brobst, Ward 2; Jacqueline Lund, Ward 4

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Wendy Knight

www.glenpoolonline.com

PARTIAL RELEASE OF RIGHT OF WAY AND DISCLAIMER

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the **CITY OF GLENPOOL**, a municipal corporation and political subdivision of the State of Oklahoma whose principal offices are located at 12205 South Yukon Avenue, Glenpool, Oklahoma (the "City"), hereby fully, finally and irrevocably releases and discharges any and all easements, rights of way, servitudes, leases, surface rights, interests in land, liens, lien rights, claims, security interests, mortgages and any other interests, of whatsoever nature, it may now have, or which it may have ever had, in, upon and to the real property described in that certain Right of Way dated October 26, 1998, recorded October 7, 1999 in Book 6279 at Page 1347 as Document No. 99118818 in the records of the County Clerk of Tulsa County, Oklahoma **as and only as it relates to the following described property:**

The South 330 feet of the West 792 feet of the Northwest Quarter of the Northwest Quarter (NW/4 NW/4) of Section Eight (8), Township Seventeen (17) North, Range Thirteen (13) East, Tulsa County, State of Oklahoma, according to the United States Government Survey thereof, containing 6.0 acres more or less (the "Property").

For the same consideration, the City hereby disclaims any right, title, interest, equity or estate in and to the Property, and for such purposes the City does hereby quit-claim, grant, bargain, sell and convey any and all right, title or interest it may have, or it may have ever had, in and to the Property, unto **PATRICIA ANN SCOTT, TRUSTEE OF THE PATRICIA ANN SCOTT REVOCABLE TRUST, under agreement dated May 7, 2014**, and to its successors and assigns forever.

IN WITNESS WHEREOF, the City has made, executed and delivered this instrument as of February ___, 2022.

CITY OF GLENPOOL

Joyce G. Calvert, Mayor

STATE OF OKLAHOMA)
) ss.
COUNTY OF TULSA)

The foregoing instrument was acknowledged before me this ____ day of February, 2022, by Joyce G. Calvert, Mayor of the City of Glenpool, on behalf of the City of Glenpool and after approval by the Glenpool City Council.

Notary Public

Notary Commission Number: _____

My Commission Expires: _____

(S E A L)



MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: LYNN BURROW, PE
COMMUNITY DEVELOPMENT DIRECTOR

RE: REQUEST FOR REVIEW AND APPROVAL:
ORDINANCE NO. 798 - EASEMENT CLOSURE AND VACATION

DATE: JANUARY 18, 2022

BACKGROUND

This item is for Council consideration and action regarding the review and approval of proposed City of Glenpool Ordinance No. 798 covering the closure and vacation of a portion of an existing easement covering certain property as described in the attached documents. It should be noted that this requested closure and vacation covers property originally encumbered by Uplands Resources in 1959 as part of their installation of certain oilfield related waterline installation. In 1999, the City of Glenpool became co-owners of these easement rights to accommodate the construction and operation of a sanitary sewer discharge forcemain from the current wastewater treatment plant to a discharge point along the Arkansas River. However, the subject property was never part of that project and currently has no City of Glenpool facilities located thereon. Therefore, the current property owner on this subject parcel has requested the closure and vacation of this portion of the original overall easement per the attached exhibit drawings.

Staff Recommendation:

Staff has reviewed the issues involved with this requested closure and recommends Council approval of this proposed Ordinance No. 798 as described in the attached document and associated attachments.

Attachments:

- A. Proposed City of Glenpool Ordinance No. 798 including Exhibits A & B thereto.
- B. Publisher's Affidavit

ORDINANCE NO. 798

AN ORDINANCE PARTIALLY CLOSING/VACATING A GENERAL UTILITY EASEMENT WITHIN THE NW/4 OF THE NW4 OF SECTION 8, TOWNSHIP 17 NORTH, RANGE 13 EAST, TULSA COUNTY, OKLAHOMA, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH

WHEREAS, The Legislature of the State of Oklahoma, by Title 11 O.S. § 42-110, has delegated to the municipal governing body of local municipalities the power, by ordinance, to close to the public use any public way or easement within the municipality whenever deemed necessary or expedient; and

WHEREAS, The City of Glenpool has given written notice of the proposed partial closing/vacating of a certain general utility easement described herein to all abutting property owners, holders of a utility franchise, and any other parties having a special right or privilege to use the described easement at least thirty days prior to passage of this ordinance; and

WHEREAS, No holder of a franchise located within said general utility easement nor any other party having a special right or privilege to use any part of said general utility easement raised any objection to the proposed partial closure within the statutory period for doing so; and

WHEREAS, Partial vacating of the described easement is necessary for use of a permanent residential structure without the conflict of having a permanent easement being located under said permanent structure; and

WHEREAS, City staff have determined that vacating of the described easement shall not affect the right of the City to maintain, repair, reconstruct, operate or remove utility, public service corporation, or transmission company facilities of service, if any, in the described easement; and

WHEREAS, The City shall retain, unless duly foreclosed by a court of competent jurisdiction, the absolute right by subsequent ordinance to reopen the described easement without expense to the City whenever this Council deems it necessary or upon application of the property owners owning more than one-half in area of the property abutting the described easement; and

WHEREAS, The described partial easement is no longer required for public purposes and its vacating is therefore necessary and expedient.

THEREFORE, BE IT ORDAINED by the City Council for the City of Glenpool, Oklahoma **THAT:**

Section 1.

The City Council of the City of Glenpool, after due investigation and consideration, does hereby close the following described portion of a general utility easement in NW/4 of the NW4 of Section 8, Township 17 North, Range 13 East, Tulsa County, State of Oklahoma, as shown on the approved plat thereof:

See Exhibits A and B attached hereto and incorporated by reference herein

Exhibit A contains the full Legal Description,

Subject to the absolute right of the City of Glenpool, by subsequent ordinance, to reopen the described easement without expense to the City whenever the City Council deems it necessary or upon application of the property owners owning more than one-half in area of the property abutting the described partial easement, unless such right is duly foreclosed by a court of competent jurisdiction.

PASSED and APPROVED, by the City Council of the City of Glenpool this **18^h day of January 2022**.

Joyce Calvert, Mayor

ATTEST:

Wendy Knight, City Clerk

[SEAL]

APPROVED AS TO FORM:

City Attorney

EXHIBIT A

X LEGAL DESCRIPTION:

South 330 feet of West 792 feet of Northwest Quarter (NW/4) of Northwest Quarter (NW/4) of Section 8, Township 17 North, Range 13 East, of the Indian Base and Meridian, Tulsa County, State of Oklahoma according to the U.S. Government Survey thereof, containing six (6.0) acres, more or less.

PICTORIAL DESCRIPTION:

See below aerial view approximately locating that portion of a certain public utility easement dedicated to the City of Glenpool and to be closed, if at all, by ordinance pursuant to Title 11 Okla. Stat. §§ 42-110—115.



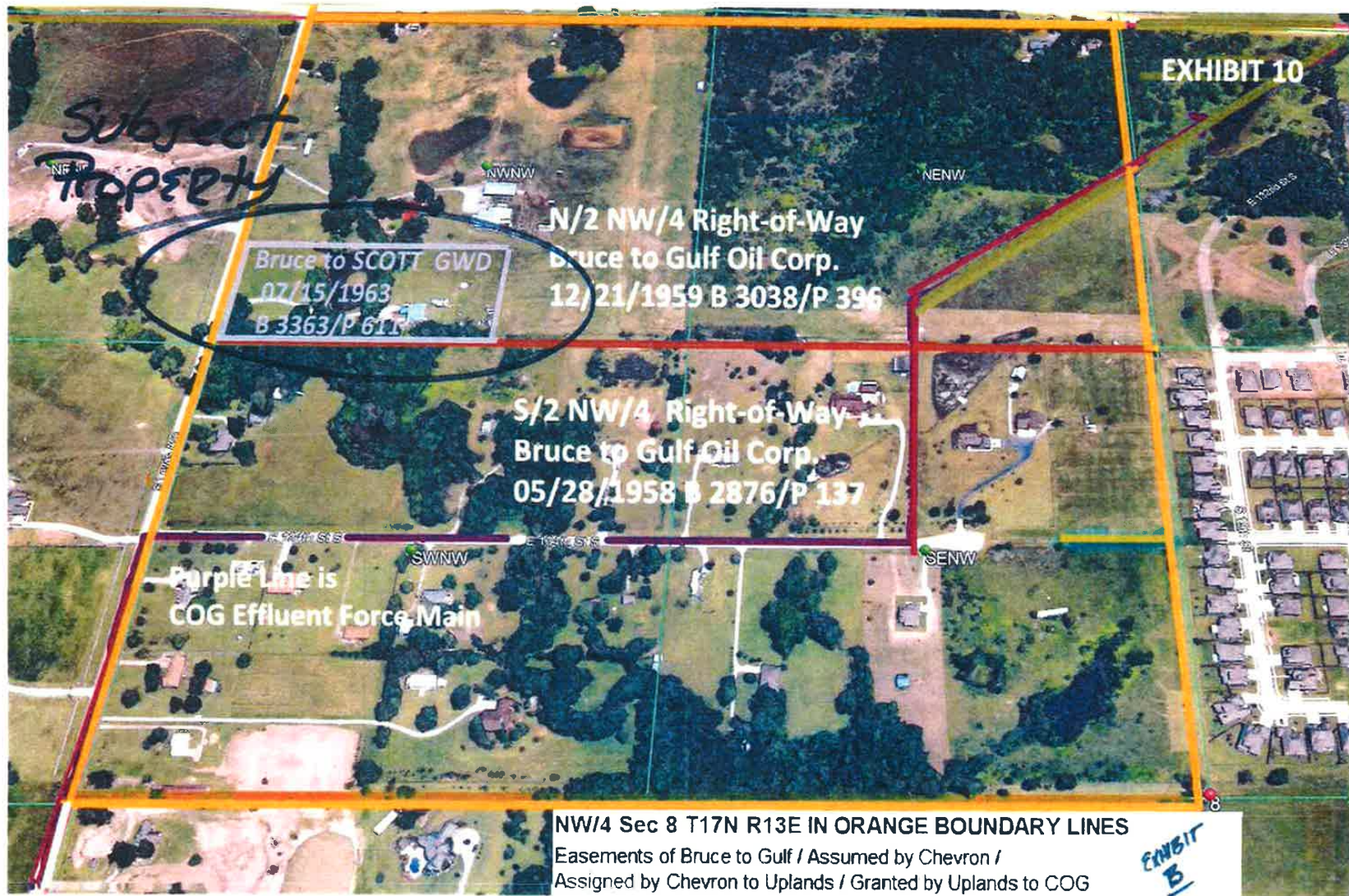


EXHIBIT
B

TULSA WORLD

P.O. Box 1770 Tulsa, Oklahoma 74102-1770 | tulsa-world.com

Account Number

1007193

CITY OF GLENPOOL
Attn: WENDY KNIGHT
12205 S. YUKON AVE
GLENPOOL, OK 74033

Date

December 16, 2021

Date	Category	Description	Ad Size	Total Cost
12/16/2021	Legal Notices	CLOSURE OF ROW OR EASEMENT	2 x 89.00 CL	138.24

Affidavit of Publication

737988
Published in the Tulsa World, Tulsa County, Oklahoma, December 16, 2021

CITY OF GLENPOOL, OKLAHOMA

NOTICE OF PROPOSED CLOSING OF PORTION OF
PUBLIC UTILITY RIGHT-OF-WAY

THE CITY OF GLENPOOL CITY COUNCIL WILL MEET AS
FOLLOWS TO CONSIDER CLOSING A PORTION OF THE
PUBLIC UTILITY RIGHT-OF-WAY DESCRIBED IN THIS
NOTICE:

DATE - TIME - and - LOCATION OF
PUBLIC HEARING BEFORE CITY COUNCIL:

JANUARY 18, 2022
6:30 P.M.
3rd FLOOR COUNCIL CHAMBERS
GLENPOOL CITY HALL
12205 S. YUKON AVENUE
GLENPOOL, OK 74033

TO: UTILITY FRANCHISEES AND OTHER PERSONS WHO
MAY HAVE LEGAL INTEREST IN SUBJECT PORTION
OF PUBLIC UTILITY RIGHT-OF-WAY TO BE CLOSED
and
PROPERTY OWNERS WITHIN 300-foot RADIUS OF SUB-
JECT PORTION OF PUBLIC RIGHT-OF-WAY TO BE
CLOSED

CITY COUNCIL WILL RECEIVE COMMENTS FROM THE
PUBLIC, INTERESTED PARTIES AND STAFF WITH RE-
SPECT TO PROPOSED CLOSURE OF A PORTION OF PUB-
LIC UTILITY RIGHT-OF-WAY.

POSSIBLE ACTION BY THE CITY COUNCIL INCLUDES (i)
GRANTING THE APPLICATION TO CLOSE DESCRIBED
PORTION OF PUBLIC RIGHT-OF-WAY, (ii) GRANTING
THE APPLICATION WITH CONDITIONS, AND (iii) DENY-
ING THE APPLICATION.

IF THE APPLICATION IS GRANTED, THE CITY COUNCIL
WILL ADOPT AN ORDINANCE CLOSING THE DESCRIBED
PORTION OF THE PUBLIC RIGHT-OF-WAY. THE AP-
PLICANT WILL THEN BE REQUIRED TO PETITION THE
TULSA COUNTY DISTRICT COURT FOR VACATION OF
THE CITY'S RIGHT TO REOPEN SAID PORTION OF THE
PUBLIC RIGHT-OF-WAY IN THE FUTURE.

* NOTE: FOR LOCATION OF SUBJECT PORTION OF
RIGHT-OF-WAY

SEE EXHIBIT A TO THIS NOTICE

FOR COPY OF SUBJECT RIGHT-OF-WAY AS TO WHICH A
PORTION MAY BE CLOSED

SEE EXHIBIT B TO THIS NOTICE

FOR QUESTIONS OR FURTHER INFORMATION, PLEASE
CONTACT:

CARL PRESCOTT, Technical Analyst
City of Glenpool
12205 S. Yukon Avenue
Glenpool, OK 74033
(918) 209-4416
cprescott@cityofglenpool.com

EXHIBIT A

LEGAL DESCRIPTION:

South 330 feet of West 792 feet of Northwest Quarter (NW1/4)
of Northwest Quarter, NW1/4 of Section 8, Township 17 North,
Range 13 East, of the Indian Base and Meridian, Tulsa Coun-
ty, State of Oklahoma according to the U.S. Government Sur-
vey thereof, containing six (6) acres, more or less.

PICTORIAL DESCRIPTION:

See below aerial view approximately locating that portion of
a certain public utility right-of-way dedicated to the City of
Glenpool and to be closed, if at all, by ordinance pursuant to
Title 11 Okla. Stat. §§ 27-110 to 115



I, Brenda Brumbaugh, of lawful age, am a
legal representative of the Tulsa World of Tulsa, Oklahoma, a
daily newspaper of general circulation in Tulsa County,
Oklahoma, a legal newspaper qualified to publish legal
notices, as defined in 25 O.S. § 106 as amended, and
thereafter, and complies with all other requirements of the
laws of Oklahoma with reference to legal publication. That
said notice, a true copy of which is attached hereto, was
published in the regular edition of said newspaper during the
period and time of publication and not in a supplement, on the
DATE(S) LISTED BELOW

12/16/2021

Newspaper reference: 0000737988

Brenda Brumbaugh
Legal Representative

Sworn to and subscribed before me this date:

12-16-21

Amber Shell
Notary Public

My Commission expires

AMBER SHELL
NOTARY PUBLIC - STATE OF OKLAHOMA
MY COMMISSION EXPIRES SEP. 11, 2023
COMMISSION # 19009197



Name and Address of Sender

Glenpool

**12205 S YUKON AVENUE
GLENPOOL, OK 74033**

Check type of mail or service

- ☐ Adult Signature Required ☐ Priority Mail Express
☐ Adult Signature Restricted Delivery ☐ Registered Mail
☐ Certified Mail ☐ Return Receipt for Merchandise
☐ Certified Mail Restricted Delivery ☐ Signature Confirmation
☐ Collect on Delivery (COD) ☐ Signature Confirmation Restricted Delivery
☐ Insured Mail
☐ Priority Mail

Firm Mailing Book For Accountable Mail



USPS Tracking/Article Number	Addressee (Name, Street, City, State, & ZIP Code™)	Postage (Extra Service) Fee	Charge	Actual Value if Registered	Insured Value	Due Sender if COD	ASR Fee	ASRD Fee	RD Fee	RR Fee	SC Fee	SCRD Fee	SH Fee
1 of 8	OK OK, INC C/O Registered Service Agent, NATE Registered Agents, Inc of OK 1833 S. MORGAN RD., OKC, OK 73128	.53											
2 of 8	OKLAHOMA GAS & ELECTRIC COMPANY C/O Registered Service Agent PATRICIA D. HORN 321 N. HARVEY, OKC, OK 73102	.53											
3 of 8	Kenneth L. BEETS 13201 S. LEWIS AVE BIXBY, OK 74008-3685	.53											
4 of 8	DANIEL & BELINDA MEYERS, ITES & REV BT 13416 S LEWIS AVE BIXBY, OK 74008	.53											
5 of 8	WILLIAM KAISER 1406 E 142ND ST GLENPOOL, OK 74033	.53											
6 of 8	RICKY & DAWN HUNTER 2609 E 134TH ST BIXBY, OK 74008	.53											
7 of 8	JAMES EARL SAGE III REV TR 13410 S. LEWIS AVE BIXBY, OK 74008-3614	.53											
8 of 8	JEFFERY D & JANE E GIBSON TREE JOG - JEG TRUST 13411 S LEWIS AVE BIXBY, OK 74008-3615	.53											



Total Number of Pieces Listed by Sender
8

Total Number of Pieces Received at Post Office
8

Postmaster, Per (Name of receiving employee)
Debbie Wescott

Complete in Ink

Privacy Notice: For more information on USPS privacy policies, visit usps.com/privacypolicy.

PS Form 3877, January 2017 (Page 1 of 2)
PSN 7530-02-000-9096



Name and Address of Sender

Glenpool

**12205 S YUKON AVENUE
GLENPOOL, OK 74033**

Check type of mail or service

- ☐ Adult Signature Required ☐ Priority Mail Express
☐ Adult Signature Restricted Delivery ☐ Registered Mail
☐ Certified Mail ☐ Return Receipt for Merchandise
☐ Certified Mail Restricted Delivery ☐ Signature Confirmation
☐ Collect on Delivery (COD) ☐ Signature Confirmation Restricted Delivery
☐ Insured Mail ☐ Signature Confirmation Restricted Delivery
☐ Priority Mail

Firm Mailing Book For Accountable Mail



USPS Tracking/Article Number	Addressee (Name, Street, City, State, & ZIP Code™)	Postage	(Extra Service) Fee	Handling Charge	Actual Value if Registered	Insured Value	Due Sender if COD	ASR Fee	ASRU Fee	RD Fee	RR Fee	SC Fee	SCRU Fee	SH Fee
1 of 2	JEFFREY A. ROBBINS 2525 E. 134TH STS. BIXBY, OK 74008	.53												
2 of 2	PATRICIA ANN SCOTT, TRUSTEE 2428 E. 134TH ST BIXBY, OK 74008	.53												
3 of 8		.53												
4 of 8		.53												
5 of 8		.53												
6 of 8		.53												
7 of 8		.53												
8 of 8		.53												
9 of 8		.53												



Total Number of Pieces Listed by Sender

28

Total Number of Pieces Received at Post Office

28

Postmaster, Per (Name of receiving employee)

Debbie Wescott

Complete in Ink

PS Form 3877, January 2017 (Page 1 of 2)
PSN 7530-02 000-9098

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Memo

To: Honorable Mayor and City Council
From: Paul Newton, Fire Chief
CC: File
Date: 02/15/22
Re: Repair/Replace Boiler

Background:

Several days ago, we were confronted with a leaking hot water boiler at the Public Safety Building. Upon inspection, one of the two tanks, need to be replaced. Several options were considered, but the best option at this time is to replace the unit with similar equipment.

Additionally, we've been advised that the other tank is approaching the end of its life cycle. Since the system was installed 12-13 years ago, we intend to include this cost in next year's budget proposal.

Staff Recommendation:

Staff recommends accepting Option 2 of the attached quote from City Wide Plumbing for a cost of \$12,500.00.

Attachments:

City Wide Plumbing Quote, dated 01/28/22



Bid City of Glenpool

Date

1/28/2022

Payment Method	Check No.	Job
Acct.		Fire department

Quantity	Item No.	Description	Unit Price	Discount	Line Total
	Option 1	Three Navien tankless units			
		Includes all material and labor			
		Does not include patching the roof			
		does not include any additional			
		electrical work			
		Total			\$18,500.00
	Option 2	one BTH 199 replaced			
		includes all material and labor			
		Total			\$12,500.00

If you have any questions concerning this invoice, use the following contact information:
 Hayden Naugher, 918-227-3607, Citywideplumbing@tulsacoxmail.com, P.O.Box 1976 Sapulpa, Ok 74067

Total

--

Thank you for your business!