

MINUTES

CITY COUNCIL MEETING

March 7, 2016

The Regular Session of the Glenpool City Council was held at 6:31 p.m., Glenpool City Hall, 3rd Floor, 12205 S. Yukon Ave, Glenpool, Oklahoma. Councilors present: Jennifer Ballew, Councilor; Patricia Agee, Councilor; Brandon Kearns, Councilor; Momodou Ceesay, Vice Mayor; and Timothy Fox, Mayor.

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

Also present was: Rev. Jason Yarbrough, Glenpool First Baptist Church

- A) Mayor Fox called the meeting to order at 6:31 p.m.**
- B) Susan White, City Clerk called the roll. Mayor Fox declared a quorum present.**
- C) Rev. Jason Yarbrough offered the Invocation.**
- D) Mayor Fox led the Pledge of Allegiance.**
- E) Glenpool Conference Center Report – Lea Ann Reed**
 - Roger Kolman, City Manager offered the Conference Center Report in Mrs. Reed's absence. Mr. Kolman presented a short video highlighting the Tim Tebow Foundation's Night to Shine Prom which was recently held at the Conference Center.
- F) Community Development Report – Lynn Burrow, Community Development Director**
 - Lynn Burrow updated the City Council on the progress of various private and public construction projects throughout the city; provided an update on the number of residential and commercial building permits issued in February; as well as activities in the Planning, Building, and Code Enforcement Departments.
- G) Treasurers Report – Julie Casteen, Finance Director**
 - Julie Casteen, Finance Director presented a financial data analysis of all funds, highlighting trends and comparisons to last year.
- H) City Manager Report – Roger Kolman, City Manager**
 - Mr. Kolman reported that the first of two public information meetings concerning the April 5 election has been held. He further reported that Mandy Vavrinak, consultant was presenting the MoveGlenpoolForward campaign to the Glenpool school board, simultaneously to the City Council meeting.
 - Mr. Kolman announced that a couple of councilors have requested a meeting to revisit the sign ordinance. He suggested meeting the third or fourth week of March, if possible and requested Council feedback regarding a date.

I) Mayor Report – Timothy Fox, Mayor

- None.

J) Council Comments

- None.

K) Public Comments

- None.

L) Scheduled Business

1) Discussion and possible action to approve minutes from February 16, and 29, 2016 meetings.

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

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

AGAINST: None

Motion carried.

2) Discussion and possible action to approve and adopt AMENDED Ordinance No. 717, An Ordinance That: (A) Levies And Assesses A Sales Tax Of Fifty-Five Hundredths Of One Percent (.55%) Upon The Gross Receipts Or Proceeds On Taxable Sales Of Goods And Services, As Defined In The Ordinance, In The City Of Glenpool, In Addition To Present Sales Taxes Upon Such Gross Receipts Or Proceeds, For The Purpose Of Staffing Additional Police And Firefighting Personnel Within Said City; (B) Provides For Such Sales Tax To Commence On July 1, 2016; (C) Provides For The Duration Of Such Sales Tax To Be Until Amended Or Repealed By The Voters Of The City; (D) Prescribes Procedures For The Collection And Remittance Of Such Sales Tax And Penalties For The Failure To Do So; And (E) Includes Such Other Provisions, Terms And Conditions As Necessary For The Effective Implementation And Enforcement Of Said Ordinance; And Declaring An Emergency.

Lowell Peterson, City Attorney advised that the amending ordinance presented represented a technical matter noting previously adopted Ordinance No. 717 incorrectly identified the sales tax commencement date as June 1, 2016, which should have been July 1, 2016. State law requires all new taxes to commence at the beginning of a calendar year quarter. He recommended approval of the amended ordinance.

MOTION: Councilor Kearns moved, second by Vice Mayor Ceesay to approve and adopt Amended Ordinance No. 715.

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

AGAINST: None

Motion carried.

3) Discussion and possible action to approve Emergency Clause, whereas, it being immediately necessary for the preservation of the peace, health, and safety of the City of Glenpool and the inhabitants thereof that the provisions of this AMENDED

Ordinance No. 717, “An Ordinance That: (A) Levies And Assesses A Sales Tax Of Fifty-Five Hundredths Of One Percent (.55%) Upon The Gross Receipts Or Proceeds On Taxable Sales Of Goods And Services, As Defined In The Ordinance, In The City Of Glenpool, In Addition To Present Sales Taxes Upon Such Gross Receipts Or Proceeds, For The Purpose Of Staffing Additional Police And Firefighting Personnel Within Said City; (B) Provides For Such Sales Tax To Commence On July 1, 2016; (C) Provides For The Duration Of Such Sales Tax To Be Until Amended Or Repealed By The Voters Of The City; (D) Prescribes Procedures For The Collection And Remittance Of Such Sales Tax And Penalties For The Failure To Do So; And (E) Includes Such Other Provisions, Terms And Conditions As Necessary For The Effective Implementation And Enforcement Of Said Ordinance; And Declaring An Emergency,” be put into full force and effect, more particularly that the City Council take immediate action to correct the effective date of the tax to be levied pursuant to Amended Ordinance No. 717, if adopted by a vote of the people on April 5, 2016, as required by state law, an emergency is hereby declared to exist by reason whereof this Ordinance shall take effect and be in full force from and after its passage as provided by law.

Mr. Lowell Peterson advised that Council adopt the Emergency Clause because of the timing of the upcoming election and to assure we are in compliance with state law.

MOTION: Councilor Agee moved, second by Vice Mayor Ceesay to adopt Emergency Clause as presented.

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

AGAINST: None

Motion carried by a 5/5ths majority.

- 4) Discussion and possible action to approve and adopt Resolution No. 16-03-05, AMENDING Resolution No. 16-02-03 pertaining to the calling and holding of a special election in The City of Glenpool, Tulsa County, State of Oklahoma, for the purpose of submitting to the registered, qualified electors of said City the question whether Ordinance No. 717, adopted by the City Council on the first day of February 2016, and amended by the City Council on the seventh day of March, 2016, shall be approved by such registered, qualified electors, which Ordinance levies and assesses a sales tax of fifty-five hundredths of one percent (.55%) upon the gross receipts or proceeds on taxable sales of goods and services, as defined in the ordinance, in The City of Glenpool, in addition to present sales taxes upon such gross receipts or proceeds, for the purpose of staffing additional police and firefighting personnel within said City; providing for correction of a scrivener’s error with respect to the commencement date of such sales tax in conformity with State law, including a corrected ballot title; and ratifying notice given to the public and to the Tulsa County Election Board of such correction.**

Mr. Lowell Peterson recommended approval of the resolution, stating the sole purpose was to correct the June 1, 2016 commencement date, since the former Resolution included the same language as Ordinance No. 717, previously discussed in Item No. 2.

MOTION: Vice Mayor Ceesay moved, second by Councilor Agee to adopt Resolution No. 16-03-05 as presented.

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

AGAINST: None

Motion carried.

- 5) Discussion and possible action to approve an AMENDED Special Election Proclamation and Notice and directing the publication of Resolution No. 16-03-05, amending Resolution No.16-02-03, once in a newspaper of general circulation in the City of Glenpool and directing the publication of this Proclamation on three consecutive Thursdays immediately preceding the special election, for the purpose of authorizing the calling of a special election on the Proposition set forth in such Special Election Proclamation and Notice, to be held in the City of Glenpool, Oklahoma, on the 5th day of April 2016; and for the purpose of submitting to the registered, qualified voters in the City of Glenpool the Propositions therein with respect to whether such voters shall choose to approve AMENDED Ordinance No. 717, and the sales tax provisions therein.

Mr. Peterson declared that because proclamations are made by the Mayor, and since three forthcoming publications of the proclamation should include the corrected sales tax commencement date of July 1, 2016 as represented in the Amended Resolution No. 16-03-05, it is necessary to approve the amended proclamation.

MOTION: Councilor Kearns moved, second by Councilor Agee to approve Amended Special Election Proclamation and Notice.

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

AGAINST: None

Motion carried.

- 6) Discussion and possible action to approve and adopt Ordinance No. 718, An Ordinance Amending Title 10, Building And Development; Chapter 2, Building Codes And Regulations; Article B, Building Regulations; By Adding Section 10-2B-4; Repealing Ordinances Or Parts Of Ordinances In Conflict Herewith; And Declaring An Emergency.

John Staires, Building Official informed councilors that adoption of Ordinance No. 718 provides local authority to enforce state building code specific to fire fighting apparatus situated in residential and commercial developments.

MOTION: Councilor Kearns moved, second by Vice Mayor Ceesay to adopt Ordinance No. 718 as presented.

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

AGAINST: None

Motion carried.

- 7) Discussion and possible action to approve Emergency Clause, whereas, it being immediately necessary for the preservation of the peace, health, and safety of the City of Glenpool and the inhabitants thereof that the provisions of this Ordinance No. 718, "An Ordinance Amending Title 10, Building And Development; Chapter 2, Building Codes And Regulations; Article B, Building Regulations; By Adding Section 10-2b-4; Repealing Ordinances Or Parts Of Ordinances In Conflict Herewith; And Declaring An Emergency," be put into full force and effect, more particularly that the Council take immediate action to approve and adopt Appendices B, C and D of the International Fire Code as the minimum criteria necessary to provide adequate firefighting capabilities to protect the life and property of the citizens of Glenpool., an emergency is hereby declared to exist by reason whereof this Ordinance shall take effect and be in full force from and after its passage as provided by law.

Mr. Peterson recommended approval of the Emergency Clause because it pertains to the safety of the public and because adoption of the Emergency Clause causes it to become effective immediately.

MOTION: Vice Mayor Ceesay moved, second by Councilor Agee to approve the Emergency Clause as presented.

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

AGAINST: None

Motion carried by a 5/5ths majority.

8) Discussion and possible action to approve and adopt Resolution No. 16-03-01, A Resolution Of The City Of Glenpool, Oklahoma, Approving Participation With The State Of Oklahoma Department Of Transportation In A Traffic Control Signalization Project.

Lynn Burrow, Community Development Director informed councilors that a traffic impact analysis was completed which identified a need for signalization at US 75 and 151st Street. The resolution requests the assistance from Oklahoma Department of Transportation to acquire and install signalization.

MOTION: Vice Mayor Ceesay moved, second by Councilor Kearns to adopt Resolution No. 16-03-01, as presented.

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

AGAINST: None

Motion carried.

9) Discussion and possible action to approve and adopt Resolution No. 16-03-02, A Resolution Of The City Council Of The City Of Glenpool, Expressing Support For The City Of Collinsville's Proposed Funding For Various Capital Expenditures, Pursuant To An Election To Be Held On April 5, 2016, In The City Of Collinsville, Capturing A Portion Of The Sales Tax From The Sunset Of The Tulsa County Vision 2025 Program.

Mr. Kolman recommended Council approval of Resolution No. 16-03-02 extending regional support to the City of Collinsville's April 5, 2016 election. He advised that Collinsville and the other Tulsa County Vision 2025 communities have pledged the same support for Glenpool.

MOTION: Councilor Kearns moved, second by Councilor Agee to adopt Resolution No. 16-03-02 as presented.

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

AGAINST: None

Motion carried.

10) Discussion and possible action to approve and adopt Resolution No. 16-03-03, A Resolution Of The City Council Of The City Of Glenpool, Expressing Support For The City Of Jenks' Proposed Funding For The Jenks/Tulsa Arkansas River Low Water Dam Project And Other Capital Projects, Pursuant To An Election To Be Held On April 5, 2016, In The City Of Jenks, Capturing A Portion Of The Sales Tax From The Sunset Of The Tulsa County Vision 2025 Program.

Mr. Kolman recommended Council approval of Resolution No. 16-03-03 extending regional support to the City of Jenks' April 5, 2016 election.

MOTION: Vice Mayor Ceesay moved, second by Councilor Kearns to adopt Resolution No. 16-03-03 as presented.

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

AGAINST: None

Motion carried.

- 11) Discussion and possible action to approve and adopt Resolution No. 16-03-04, A Resolution Of The City Council Of The City Of Glenpool, Expressing Support For The City Of Tulsa's Proposed Funding For The Public Safety, Transportation And Economic Development Projects, Pursuant To An Election To Be Held On April 5, 2016, In The City Of Tulsa, Capturing A Portion Of The Sales Tax From The Sunset Of The Tulsa County Vision 2025 Program.**

Mr. Kolman recommended Council approval of Resolution No. 16-03-04 extending regional support to the City of Tulsa's April 5, 2016 election.

MOTION: Councilor Kearns moved, second by Councilor Agee to adopt Resolution No. 16-03-04 as presented.

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

AGAINST: None

Motion carried.

- 12) Discussion and possible action to accept the donation of certain public safety communications equipment from the City of Jenks.**

Mr. Kolman advised the Council that the City of Jenks owns communications equipment currently located on the Glenpool water tower facility. Jenks is in the process of updating their communication system and wish to donate their retired equipment to Glenpool. He recommended the Council's consideration to accept the donation.

MOTION: Vice Mayor Ceesay moved, second by Councilor Agee to accept the donation.

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

AGAINST: None

Motion carried.

- 13) Discussion and possible action to deed certain real property, legally described as, a tract of land in Tulsa County, State of Oklahoma, located in the Northwest Quarter of the Northeast Quarter of the Northeast Quarter (NW/4 NE/4 NE/4) of Section Fourteen (14), Township Seventeen (17) North (T-17-N), Range Twelve (12) East (R-12-E), of the Government survey thereof, commonly known as 820 E. 141st Street, to the Glenpool Industrial Authority.**

Roger Kolman, City Manager identified a parcel of property located generally southwest of 141st Street and Elwood Ave. The property was originally purposed for a fire station. That plan was abandoned and the city has no further use for the property. Mr. Kolman recommended donating the property to the Glenpool Industrial Authority. The Authority is equipped to sell the property to promote development within the city limits, should an opportunity for development arise in the future.

MOTION: Councilor Kearns moved, second by Vice Mayor Ceesay to deed the identified property to the Glenpool Industrial Authority.

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

AGAINST: None
Motion carried.

14) Discussion and possible action to approve Final Plat of Saint Francis-Glenpool, located at the Southeast corner of 151st Street and US 75, for the development of a hospital facility.

Rick Malone, City Planner requested Council approval of a final plat submitted by Wallace Engineering on behalf of Saint Francis-Glenpool, for the development of a hospital facility.

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

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

AGAINST: None
Motion carried.

15) Discussion and possible action to approve payment request from Goins Enterprises for work completed during February 2016 on Water System Improvements, Project No.: GLP-150001, in an amount of \$416, 942.22.

Lynn Burrow, Community Development Director submitted for approval a pay request from Goins Enterprises for completed work on water tower and water system improvement project. He further requested Council to authorize the city manager to sign the pay request.

MOTION: Vice Mayor Ceesay moved, second by Councilor Kearns to approve payment and authorize City Manager Roger Kolman to sign pay request in an amount of \$416,942.22.

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

AGAINST: None
Motion carried.

16) Discussion and possible action to nominate Roger Kolman, City Manager to a position on the Board of Trustees of the Oklahoma Municipal Assurance Group, which may be confirmed by election to a three-year term, commencing July 1, 2016.

Susan White, City Clerk explained the privilege afforded the city as a participating member of Oklahoma Municipal Assurance Group (OMAG) to nominate one of its officers as a candidate for election to the OMAG Board. Roger Kolman, City Manager has agreed to be considered for nomination. Mrs. White recommended Council consideration to nominate Mr. Kolman.

MOTION: Vice Mayor Ceesay moved, second by Councilor Agee to nominate Roger Kolman as a candidate for election to the OMAG Board of Trustees.

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

AGAINST: None
Motion carried.

Mayor Fox called a recess at 7:44 p.m.

Mayor Fox reconvened from recess at 7:55 p.m.

17) Discussion and possible action to enter into Executive Session for the purpose of discussing the employment, promotion, demotion, disciplining, resignation or retention of a salaried public employee pursuant to Title 25 Sec. 307(B)(1) of the Oklahoma Statutes (Open Meeting Act), to wit, the annual evaluation of the Glenpool City

Manager and notice regarding renewal or termination of the current City Manager Employment Agreement, as provided respectively by sections 12.A. and 1.D. of said Agreement.

Lowell Peterson, City Attorney recommended entering Executive Session for the purpose of discussing the City Manager's employment agreement.

MOTION: Councilor Agee moved, second by Councilor Kearns to enter into Executive Session for the purpose stated.

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

AGAINST: None

Motion carried.

18) Possible action to reconvene in Regular Session.

MOTION: Councilor Agee moved, second by Councilor Kearns to reconvene in Regular Session at 8:46 p.m.

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

AGAINST: None

Motion carried.

L) Adjournment.

- Meeting was adjourned at 8:47 p.m.

Date

Mayor

ATTEST:

City Clerk