

**MINUTES
OF
A REGULAR MEETING OF THE MAYOR AND BOARD OF COMMISSIONERS OF
THE CITY OF ARDMORE, OKLAHOMA, HELD ON AUGUST 19, 2019
AT 7:00 PM IN THE COMMISSION CHAMBERS**

Present:	John Moore Doug Pfau	Mayor Vice-Mayor
	Beth Windel Martin Dyer	Commissioner Commissioner
	J.D. Spohn Lori Linney	City Manager City Clerk
Absent:	Sheryl Ellis	Commissioner

This meeting was held in compliance with the Oklahoma Open Meeting Act (OSS 25)

1. CALL TO ORDER, BY THE MAYOR

Mayor Moore called the meeting to order.

2. INVOCATION

The invocation was led by Robert Newell, Director of Information Technology.

3. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Commissioner Dyer.

4. ROLL CALL

The City Clerk called roll. All were present except Commissioner Ellis.

5. PRESENTATION(S)

A. Presentation of Certificates to Honor and Recognize Ardmore Police K9 Officer Jared Johnson and “Boss” for being Awarded the Association of Oklahoma Narcotic Enforcers 2019 Regional IV K9 Team of the Year

Mayor Moore presented certificates to honor and recognize Ardmore Police K9 Officer Jared Johnson and K9 “Boss” for being awarded the Association of Oklahoma Narcotic Enforcers 2019 Regional IV K9 Team of the Year.

B. Presentation of Certificates to Honor and Recognize Ardmore Police Detective Eric Grisham for being Awarded the Association of Oklahoma Narcotic Enforcers 2019 Region IV Officer of the Year and the Presidential 2019 Excellence in Community Service Award

Mayor Moore presented certificates to honor and recognize Ardmore Police Detective Eric Grisham for being awarded the Association of Oklahoma Narcotic Enforcers 2019 Region IV Officer of the Year and the Presidential 2019 Excellence in Community Service Award.

6. APPROVE AGENDA – ORDER OF BUSINESS AND CONTENTS

Motion was made by Commissioner Dyer and seconded by Vice-Mayor Pfau to approve the agenda with Item 9.E to be changed to read Item 9.D.7.

Ayes:	Windel, Dyer, Pfau, Moore
Nays:	None
Absent:	Ellis

7. APPROVE MINUTES

A. of the City Commission Regular Meeting held on August 5, 2019

Motion was made by Vice-mayor Pfau and seconded by Commissioner Windel to approve the minutes of the City Commission Regular Meeting of August 5, 2019 as written.

Ayes:	Windel, Dyer, Pfau, Moore
Nays:	None
Absent:	Ellis

8. CONSENT

A. Consideration and Possible Action of a Memorandum of Understanding between the City of Ardmore and Carter County for the Administration of the Edward Byrne Memorial Justice Assistance Grant (JAG) Funding through the US Department of Justice and Permission to Apply and Accept for such Grant

The City of Ardmore (City) is eligible to apply for a grant from the U.S. Department of Justice, Office of Justice Programs through the Edward Byrne Memorial Justice Assistance Grant (JAG). The City and Carter County (County) are still classified as a disparate jurisdiction. This year the allocation for the City and County is \$18,002.00 and will be divided equally between the agencies. The City intends to use its allocation for handheld radio replacements. There is no match requirement for this grant. The City Grant Administrator will act as the official designated fiscal agent to apply, accept and administer JAG funding for both entities.

Motion was made by Vice-Mayor Pfau and seconded by Commissioner Dyer to approve Consent Agenda Item 8.A.

Ayes: Windel, Dyer, Pfau, Moore
Nays: None
Absent: Ellis

9. REGULAR BUSINESS

A. RESOLUTION(S)

1. Consideration and Possible Action of a Resolution Authorizing the City Clerk to Destroy Certain Electronic Records of Meetings of the Ardmore City Commission and Ardmore Public Works Authority dating from January 1, 1979 to December 31, 2017

A presentation was made by J.D. Spohn, City Manager, to the Commission. He stated that the Resolution authorizes the City Clerk of the City of Ardmore to destroy and discard the following documents as no longer useful for the needs of the City of Ardmore. Cassette Tapes for Ardmore City Commission and Ardmore Public Works Authority Meetings from January 1, 1979 to December 31, 2017 and CD's for Ardmore City Commission and Ardmore Pubic Works Authority Meetings from January 1, 2008 to December 31, 2017.

Motion was made by Commissioner Dyer and seconded by Commissioner Windel to approve Resolution No. 4107.

Ayes: Windel, Dyer, Pfau, Moore
Nays: None
Absent: Ellis

B. PURCHASE(S)

1. Consideration and Possible Action for the Purchase of a 2020 3/4 Ton Silverado Truck from Oklahoma State Contract SW035 from Carter Chevrolet for the Customer Service/Meter Maintenance Division in the Total Amount of \$29,049.00

A presentation was made by Sheila McLaughlin, Supervisor of Customer Service, to the Commission. She stated that the Customer Service/Customer Service-Meter Maintenance Division received approval by the Commission for the purchase of a 2019 3/4 Ton Truck in the amount of \$25,712.00 from Carter Chevrolet of Okarche, Oklahoma. Unfortunately, the 2019 model previously approved on State Contract is no longer available. Staff requests approval for a 2020 model for an additional cost of \$3,337.00 for a total cost of \$29,049.00. The Finance Director is aware of the additional cost required to make this purchase and will make the funds available for the entire purchase.

Motion was made by Commissioner Windel and seconded by Vice-Mayor Pfau to the purchase of a 2020 3/4 Ton Silverado Truck from Oklahoma State Contract SW035 from Carter Chevrolet for the Customer Service/Meter Maintenance Division in the total amount of \$29,049.00.

Ayes:	Windel, Dyer, Pfau, Moore
Nays:	None
Absent:	Ellis

C. BID(S)

1. Consideration and Possible Action of a Bid Received from Technology International for a Heavy-Duty Pavement Saw for the Street Division in the Total Amount of \$30,335.00

A presentation was made by Thomas Mansur, City Engineer, to the Commission. He stated that the purpose of this item is to obtain the Commission's approval to purchase a new pavement saw. The City advertised for and received bids for a new, heavy-duty pavement saw for use by the Street Division. This particular saw as specified will enable staff to better cut, remove and patch thicker asphalt and concrete pavements than the smaller saw currently used by the Street Division. Bids received as follows:

Technology International	\$30,335.00
Ace Cutting Equipment	\$31,457.00
HD Supply	\$38,384.56
Maxwell Supply of OK	\$39,891.00
ICM of OKC	\$41,311.43

The low bid was received from Technology International from Lake Mary, Florida in the total amount of \$30,335.00.

Motion was made by Commissioner Dyer and seconded by Commissioner Windel to approve the bid received from Technology International for a Heavy-Duty Pavement Saw for the Street Division in the total amount of \$30,335.00.

Ayes:	Windel, Dyer, Pfau, Moore
Nays:	None
Absent:	Ellis

D. AGREEMENT

1. Consideration and Possible Action to Authorize a Payment to Overland Corporation for Market Street Development in a Total Amount of \$169,155.00 of which \$79,055.00 to be Paid by the City of Ardmore and \$90,100.00 to be Paid by the Ardmore Public Works Authority

A presentation was made by Thomas Mansur, City Engineer, to the Commission. He stated that the purpose of this item is to obtain the Commission's approval to pay for work undertaken by Overland Corporation at the Market Street developments as previously agreed to in the City's TIF Agreement with Burk Collins. Such work includes the construction of the widening of a segment of 12th Avenue NW, relocation of the City's 12-inch water main, construction of a new storm water junction box, and relocation and modifications for the City's 6-inch water lines on East and West Walnut. As part of the TIF Agreement, the City also agreed to install a traffic signal system at the intersection. The signals project was designed by the City, advertised for public bidding, authorized by the Commission, and constructed by a private contractor at a total cost of \$117,000.00. The project has been completed and previously paid for. In addition to the authorization of payment under this agenda item, there remains approximately \$89,100.00 in engineering and surveying fees and additional site and right of way grading costs, related to both street and water infrastructure, for which staff may expect an additional invoice. The specific quantities, costs, and apportionment between Street and Water funds have not yet been confirmed although once those items have been audited staff will submit a final payment request at future Commission and Authority meetings. Staff estimated that the cost of all infrastructure works agreed to within the TIF would be approximate \$350,000.00. This estimate did not include any water line construction and the additional engineering associated with that work since staff originally had reason to believe that the 12-inch water main would not be moved. Staff requests approval of payment in the amount of \$169,155.00 to Overland Corporation, of which \$79,055.00 is to be paid by the City and subject to the approval of the Authority Trustees, \$90,100.00 is to be paid by the Ardmore Public Works Authority.

Motion was made by Vice-Mayor Pfau and seconded by Commissioner Dyer to approve to authorize a payment to Overland Corporation for Market Street Development in a total amount of \$169,155.00 of which \$79,055.00 to be paid by the City of Ardmore and \$90,100.00 to be paid by the Ardmore Public Works Authority.

Ayes: Windel, Dyer, Pfau, Moore
Nays: None
Absent: Ellis

2. Consideration and Possible Action to Declare an Ardmore Police Department Glock 9mm Pistol as Surplus and Authorize Disposal of Said Property by Awarding to Corporal Darren Culley who is Retiring in Good Standing after 25 Years of Service

A presentation was made by Ken Grace, Chief of Police, to the Commission. He stated that the Ardmore Police Department requests permission to declare surplus a Glock 9mm pistol and dispose of it by awarding the pistol to Corporal Darren Culley who is retiring in good standing from the department after 25 years of service to the citizens and the City of Ardmore. Awarding his service sidearm would be in compliance with Ardmore Police Department policy 1.3.15.

Motion was made by Commissioner Dyer and seconded by Vice-Mayor Pfau to approve to declare an Ardmore Police Department Glock 9mm Pistol as surplus and authorize disposal of said property by awarding to Corporal Darren Culley who is retiring in good standing after 25 years of service.

Ayes: Windel, Dyer, Pfau, Moore
Nays: None
Absent: Ellis

3. Consideration and Possible Action to Declare Ardmore Police Department Unit 98 a 2007 Dodge Charger as Surplus and Authorize Disposal of Said Property via Auction, OK Iron & Metal, Co. or Donation

A presentation was made by Ken Grace, Chief of Police, to the Commission. He stated that the Ardmore Police Department requests permission to declare Unit No. 98 a 2007 Dodge Charger (4 door/Vin 2B3KA43G57H674724/Asset No. 007701) as surplus and obsolete to be disposed of via auction, OK Iron and Metal, Co. or donation.

Motion was made by Vice-Mayor Pfau and seconded by Commissioner Windel to approve to declare Ardmore Police Department Unit 98 a 2007 Dodge Charger as surplus and authorize disposal of said property via auction, OK Iron & Metal, Co. or donation.

Ayes: Windel, Dyer, Pfau, Moore
Nays: None
Absent: Ellis

4. Consideration and Possible Action of an Agreement Renewal for Hosting Services for City Works Application utilized by Ardmore Public Works Authority with New Edge Services, LLC in a Total Amount of \$25,000.00

A presentation was made by Robert Newell, Director of Information Technology, to the Commission. He stated that the City of Ardmore entered into an agreement with New Edge Service, LLC in Fiscal Year 2014/2015 for hosting services for the City Works application. The Ardmore Public Works Authority utilizes City Works by Azteca to maintain inventory, infrastructure and a work order system and Development Services uses the application to assist with building permits and code enforcement. Renewal with New Edge Services, LLC is in the amount of \$25,000.00 and is a budgeted item in Fiscal Year 2019/2020.

Motion was made by Commissioner Windel and seconded by Vice-Mayor Pfau to approve an Agreement Renewal for hosting services for City Works Application utilized by Ardmore Public Works Authority with New Edge Services, LLC in a total amount of \$25,000.00.

Ayes: Windel, Dyer, Pfau, Moore
Nays: None
Absent: Ellis

5. Consideration and Possible Action to Acknowledge and Consent to a Contract between Arbuckle Master Conservancy District and Southern Oklahoma Water Corporation for a Municipal Water Supply

A presentation was made by J.D. Spohn, City Manager, to the Commission. He stated that the Contract is between Arbuckle Master Conservancy District (Conservancy District) and the Southern Oklahoma Water Corporation (Corporation). The current Contract between the Conservancy District and Corporation, dated September 22, 1969, will expire on September 21, 2019. The Corporation desires to continue to purchase and receive water supply from the Conservancy District. The Conservancy District requests the Ardmore City Commission acknowledge and consent to the Contract. Mr. Steven Jolley, Manager of Arbuckle Master Conservancy and Mr. Chris Sandvick, President of the Board of Directors of Arbuckle Master Conservancy and Board Member of the Ardmore Development Trust Authority were present to answers question by the Commission.

Motion was made by Commissioner Dyer and seconded by Vice-Mayor Pfau to approve to acknowledge and consent to a Contract between Arbuckle Master Conservancy District and Southern Oklahoma Water Corporation for a Municipal Water Supply.

Ayes: Windel, Dyer, Pfau, Moore
Nays: None
Absent: Ellis

6. Consideration and Possible Action to Consent to an Amended Sublease Agreement between Ardmore Development Authority and ATS World Wide, LLC for the Sublease of Property located at the Ardmore Industrial Airpark in the Southwest Quarter of Section 17, Township 3 South, Range 3 East in Carter County Oklahoma

A presentation was made by J.D. Spohn, City Manager, to the Commission. He stated that the Amended Sublease Agreement (Agreement) is between the Ardmore Development Authority, a public trust (Authority) and ATS World Wide LLC (Company). The Authority leases from the City of Ardmore the Ardmore Industrial Airpark (Airpark) in Ardmore, Oklahoma. The Authority desires to sublease property to Company and Company hereby subleases from the Authority property at the Airpark to include; Southwest Quarter of Section 17, Township 3 South, Range 3 East in Carter County Oklahoma. Company likewise desires to sublease such property under the same terms and conditions. The amended sublease will replace the Sublease approved by the Ardmore Development Authority on May 20, 2019 and consented to by the City of Ardmore on June 3, 2019. The initial period for this Revised Agreement will begin on September 1, 2019 and will continue for an initial term of two (2) years, though June 3, 2021. Ms. Mita Bates, President & CEO of Ardmore Development Authority, was present for questions by the Commission.

Motion was made by Vice-Mayor Pfau and seconded by Commissioner Windel to approve to Consent to an Amended Sublease Agreement between Ardmore Development Authority and ATS World Wide, LLC for the sublease of property located at the Ardmore Industrial Airpark in the Southwest Quarter of Section 17, Township 3 South, Range 3 East in Carter County Oklahoma.

Ayes: Windel, Dyer, Pfau, Moore
Nays: None
Absent: Ellis

7. Consideration and Possible Action to Consent to an Amended Sublease Agreement between Ardmore Development Authority and Tactical Electronics and Military Supply, LLC for the Sublease of a 500' X 1250' Concrete Pad located at the Ardmore Industrial Airport in the Southwest Quarter of Section 17, Township 3 South Range 3 East in Carter County Oklahoma

A presentation was made by J.D. Spohn, City Manager, to the Commission. He stated that the Amended Sublease Agreement (Agreement) is between the Ardmore Development Authority, a public trust (Authority) and Tactical Electronics and Military Supply, LLC (Company). The Authority leases from the City of Ardmore the Ardmore Industrial Airpark (Airpark) in Ardmore, Oklahoma. The Authority desires to sublease property to Company and Company hereby sublease a 500' X 1250' Concrete Pad from the Authority at the Airpark to include; Southwest Quarter of Section 17, Township 3 South, Range 3 East in Carter County Oklahoma. Company likewise desires to sublease such property under the same terms and conditions. The lease of such property beyond the initial twelve (12) month period is conditioned upon the Company, at the Company's sole option, requiring such property for on-going contract or finalizing other business and operational arrangements. The initial period for this Revised Agreement will begin on September 1, 2019 and will continue for the balance of the initial term of four (4) months, though December 31, 2019. Ms. Mita Bates, President & CEO of Ardmore Development Authority, was present for questions by the Commission.

Motion was made by Commissioner Dyer and seconded by Vice-Mayor Pfau to approve to Consent to an Amended Sublease Agreement between Ardmore Development Authority and Tactical Electronics and Military Supply, LLC for the Sublease of a 500' X 1250' Concrete Pad located at the Ardmore Industrial Airport in the Southwest Quarter of Section 17, Township 3 South Range 3 East in Carter County Oklahoma

Ayes:	Windel, Dyer, Pfau, Moore
Nays:	None
Absent:	Ellis

8. ADJOURN

Motion was made by Vice-Mayor Pfau and seconded by Commissioner Windel to adjourn from this meeting.

Ayes:	Windel, Dyer, Pfau, Moore
Nays:	None
Absent:	Ellis