

**MINUTES OF A REGULAR MEETING OF THE MAYOR AND BOARD OF  
COMMISSIONERS OF THE CITY OF ARDMORE, OKLAHOMA, HELD ON  
JUNE 21, 2021 AT 7:00 PM IN THE COMMISSION CHAMBERS**

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Present:	Beth Glasgow Sheryl Ellis	Mayor Vice-Mayor
	Doug Pfau John Credle, Jr. David Plesher	Commissioner Commissioner Commissioner
	Kevin Boatright Lori Linney	City Manager City Clerk

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

**1. CALL TO ORDER**

Mayor Glasgow 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 Pfau.

**4. ROLL CALL**

The City Clerk called roll. All were present.

**5. PRESENTATION(S)**

**A. Presentation by Mark Lambert, President of Lambert Construction Company, on behalf of Associated General Contractors of Oklahoma to the City of Ardmore for Receiving 2020 "Best of the Best" for The Clubhouse Project**

Presentation made by Mark Lambert, President of Lambert Construction Company, on behalf of Associated General Contractors of Oklahoma to the City of Ardmore for receiving 2020 "Best of the Best" for The Clubhouse Project.

**B. Presentation of Award by Mayor Glasgow to Kevin Norris, Chief of Police, Recognizing the Ardmore Police Department for Excellence in Law Enforcement Policy Management**

Presentation of Award was made by Mayor Glasgow to Police Lieutenant Randy O'Hanlon, recognizing the Ardmore Police Department for excellence in Law Enforcement Policy Management.

**6. APPROVE AGENDA – ORDER OF BUSINESS AND CONTENTS**

Motion was made by Commissioner Pfau and seconded by Commissioner Credle to approve the agenda as written.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow  
Nays: None

**7. APPROVE MINUTES**

**A. of the City Commission Regular Meeting held on June 7, 2021**

Motion was made by Vice-Mayor Ellis and seconded by Commissioner Plesher to approve the minutes of June 7, 2021 as written.

Ayes: Pfau, Credle, Plesher, Ellis  
Nays: None  
Abstain: Glasgow

**8. EXECUTIVE SESSION**

Motion was made by Commissioner Pfau and seconded by Commissioner Plesher to adjourn into Executive Session at 7:28 P.M.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow  
Nays: None

**A. Consideration and Possible Vote to Enter Into Executive Session for a Discussion concerning the Status of Negotiations between the City and the Fraternal Order of Police, Lodge No. 108 for a New Collective Bargaining Agreement for Fiscal Year 2021-2022 and for a Discussion Concerning the Status of Negotiations between the City and the International Association of Firefighters, Local No. 1881 for a New Collective Bargaining Agreement for Fiscal Year 2021-2022, all as Authorized by 25 O.S. Section § 307 (B)(2)**

**B. Come Out of Executive Session and Vote to Reconvene Into Open Meeting**

Motion was made by Commissioner Pfau and seconded by Commissioner Credle to reconvene into Open Meeting at 7:45 P.M.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow  
Nays: None

## 9. REGULAR BUSINESS

### AGREEMENT(S)

#### **C. Consideration and Possible Action on Item (1) Discussed in Executive Session Concerning Negotiations with the Fraternal Order of Police, Lodge No. 108**

No Action Taken and No Business Transacted

#### **D. Consideration of Approval or Rejection of Collective Bargaining Agreement for Fiscal Year 2021-2022 with International Association of Firefighters, Local No. 1881 and Authorize Mayor and City Manager to Execute the Collective Bargaining Agreement for Fiscal Year 2021-2022 with International Association of Firefighters, Local No. 1881 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting**

Motion was made by Commissioner Pfau and seconded by Commissioner Credle to approve the Collective Bargaining Agreement for Fiscal Year 2021-2022 with International Association of Firefighters, Local No. 1881 and authorize Mayor and City Manager to execute the Collective Bargaining Agreement for Fiscal Year 2021-2022 with International Association of Firefighters, Local No. 1881.

Motion was made by Commissioner Pfau and seconded by Commissioner Credle to reconvene into Open Meeting at 7:45 P.M.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow  
Nays: None

## 10. CONSENT

#### **A. Consideration and Possible Action to Confirm Mayor and City Commissions Appointments to the Ardmore Main Street Authority to Fulfill the Unexpired Term of William Crosby to be Bryson Culwell with Term to Expire June of 2022, and to Serve First Three (3) Year Terms to be Brian Billey, Kevin Hill, Tyler Hillis, David Powell, Daniel Romo and Paul White; and to Serve a Second Three (3) Year Term to be Cindy Huggins with Terms to Expire in June of 2024 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting**

The Mayor and City Commissions confirmed the appointments to the Ardmore Main Street Authority to fulfill the unexpired term of William Crosby to be Bryson Culwell with term to expire June of 2022, and to serve first three (3) year terms to be Brian Billey, Kevin Hill, Tyler Hillis, David Powell, Daniel Romo and Paul White; and to serve a second three (3) year term to be Cindy Huggins with terms to expire in June of 2024.

**B. Consideration of Adoption or Rejection of Resolution Number 4172, a Resolution Approving a Minor Subdivision Plat of 1 Lot on 0.68 Acres of The MCBR Ardmore Land Addition located at 905 Holiday Drive, Ardmore, Oklahoma and Consideration of Adoption or Rejection of Any Amendments to the Proposed Resolution as May be Considered by the City Commission at the Meeting**

On June 17, 2021, the Planning Commission considered the application to approve the Minor Subdivision Plat of The MCBR Ardmore Land Addition. The Minor Subdivision Plat is for 1 lot on approximately 0.68 acres located at 910 Holiday Drive, Ardmore, Oklahoma.

**C. Consideration of Adoption or Rejection of Resolution Number 4173 Approving a Minor Subdivision Plat of 1 Lot on 0.50 Acres of The Brentwood Addition located at 1634 Brentwood Circle, Ardmore, Oklahoma and Consideration of Adoption or Rejection of Any Amendments to the Proposed Ordinance as May be Considered by the City Commission at the Meeting**

On June 17, 2021, the Planning Commission considered the application to approve the Minor Subdivision Plat of The Brentwood Addition. The Minor Subdivision Plat is for 1 Lot on 0.50 acres located at 1634 Brentwood Circle, Ardmore, Oklahoma. The applicant requests permission to combine 2 lots into 1 lot, for one (1) single family residence.

Motion was made by Vice-Mayor Ellis and seconded by Commissioner Pfau to approve Consent Agenda Items 10.A. - 10.C.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow  
Nays: None

**11. REGULAR BUSINESS**

**A. ORDINANCE(S)**

- 1. Consideration of Adoption or Rejection of Ordinance Number 3103, an Emergency Ordinance Amending Chapter 17, Article III of the Ardmore Code of Ordinances for the Municipal Court Clerk Regarding Certain Offenses; Providing for Repealer and Severability and Declaring an Emergency and Consideration of Adoption or Rejection of Any Amendments to the Proposed Ordinance as May be Considered by the City Commission at the Meeting**

A presentation was made by Sissy Burge, City Treasurer, to the Commission. She stated that the Finance Department and the Ardmore Municipal Court staff requests consideration and action to adopt ordinance revisions. The proposed language changes would clarify the procedures and guidelines for complaint dismissals for accidents, reckless driving, drivers' license, expired tags, defective motor vehicles and driving with no insurance.

Motion was made by Commissioner Credle and seconded by Vice-Mayor Ellis to approve Ordinance Number 3103.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow

Nays: None

## **B. BID(S)**

### **1. Consideration and Possible Action to Reject All Bids Received for the Sale of Surplus Ammunition to the Highest Bidder and Rebid with a Reserve as Recommended by the City Attorney and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting**

A presentation was made by Kevin Boatright, City Manager, to the Commission. He stated that the City of Ardmore recently solicited bids for the sale of surplus ammunition to the highest bidder. Bids were solicited from eleven (11) vendors with two (2) bidders responding with a total of four (4) bids. The highest bid was \$3,500.00 for 50,000 rounds of ammunition. The other three (3) bids received were \$1,500.00 for 30,000 rounds, \$400.00 for 20,000 rounds and \$650.00 for 50,000 rounds. Staff evaluated the current state contract pricing for 50,000 rounds and it is between \$11,900.00 and \$23,350.00. For this reason, staff believes it is in the City's best interest to reject all bids and rebid with a reserve as recommended by the City Attorney.

Motion was made by Vice-Mayor Ellis and seconded by Commissioner Plesher to approve to reject all bids received for the sale of surplus ammunition to the highest bidder and rebid with a reserve as recommended by the City Attorney.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow

Nays: None

**C. AGREEMENT(S)**

**1. Consideration and Possible Action of an Intergovernmental Service Agreement for Fiscal Year 2021/2022 between the City of Ardmore and Carter County for the Detention and Care of Persons Arrested and Taken Into Custody by the City Law Enforcement Officers in the Total Amount Per Annum of \$155,004.00 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting**

A presentation was made by Kevin Boatright, City Manager, to the Commission. He stated that the Ardmore Police Department requests approval of the Fiscal Year 2021/2022 Intergovernmental Service Agreement with Carter County for the detention and care of persons arrested and taken into custody by Ardmore Police Officers. Per this contract, the City agrees to pay the County a total base cost of \$155,004.00 per annum which shall be paid in monthly installments of \$12,917.00. This cost shall allow the City to incarcerate one hundred twenty-five (125) inmates per calendar month and one hundred seventy-five (175) days per calendar month. If the City exceeds this maximum, after averaging over a twelve (12) month time frame, the City shall be billed at a rate of \$50.00 for each additional inmate and \$50.00 for each additional day. Any amount exceeding the \$155,004.00 will be billed at the end of the fiscal year.

Motion was made by Commissioner Plesher and seconded by Vice-Mayor Ellis to approve an Intergovernmental Service Agreement for Fiscal Year 2021/2022 between the City of Ardmore and Carter County for the detention and care of persons arrested and taken into custody by the City Law Enforcement Officers in the total amount per annum of \$155,004.00.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow  
Nays: None

**2. Consideration and Possible Action of Fiscal Year 2020/2021 Year-End Supplemental Budget Amendments and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting**

A presentation was made by Sandy Doughty, Director of Finance, to the Commission. She stated that the supplemental budget amendments to the Fiscal Year 2020/2021 budget are to bring the original approved budget into compliance. The expense budget increases are due to additional grants or expenses. Therefore, all budget increases are covered by other revenue, grants, or contingency funds.

Motion was made by Vice-Mayor Ellis and seconded by Commissioner Pfau to approve Fiscal Year 2020/2021 year-end supplemental budget amendments.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow  
Nays: None

**3. Consideration and Possible Action to Declare a 2012 Toro Mower and 2015 Toro Mower of the Parks and Recreation Department as Surplus and Disposed of in Accordance with City Code and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting**

A presentation was made by Teresa Ervin, Director of Parks and Recreation, to the Commission. She stated that the Parks and Recreation Department requests permission to declare a 2012 Toro Mower and 2015 Toro Mower of the Parks and Recreation Department as surplus to be disposed of by sealed bid, OK Iron and Metal, auction or donation.

Motion was made by Commissioner Pfau and seconded by Commissioner Credle to approve to declare a 2012 Toro Mower and 2015 Toro Mower of the Parks and Recreation Department as surplus and disposed of in accordance with City Code.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow  
Nays: None

**4. Consideration and Possible Action of Change Order Number 1 for the 2020 Major Street Project of Additional Work for the Completion of 5th Avenue NW and Striping for the Entire Project in an Increased Amount of \$24,456.89 with New Total Cost of Project in the Amount of \$774,456.89 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting**

A presentation was made by Thomas Mansur, City Engineer, to the Commission. He stated that the purpose of this agenda item is to request a change order to close-out the 2020 Major Street Project (Project). Bids for the Project were received June 5, 2020; the low bidder was Overland Corporation with a bid of \$1,108,160.80. Subsequent to the receipt of bids it was determined that it would be prudent to reduce the size of the project due to the unpredictable revenue situation arising from the COVID-19 epidemic. Accordingly, staff negotiated a reduction to \$750,000.00. Work proceeded based on staff's best estimates of adjusted quantities for each of the ten sites upon which work was performed. In order to remain within the target budget quantities were adjusted in the field to either add or subtract work. The additional work included in the Change Order was for completion of the work for 5<sup>th</sup> Avenue NW and striping for the entire project which had been postponed to the end of the project.

Motion was made by Commissioner Pfau and seconded by Vice-Mayor Ellis to approve Change Order Number 1 for the 2020 Major Street Project of additional work for the completion of 5th Avenue NW and striping for the entire project in an increased amount of \$24,456.89 with new total cost of project in the amount of \$774,456.89.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow  
Nays: None

**5. Consideration and Possible Action of Change Order Number 1 of GCC Enterprises, Inc. for the Ardmore Downtown Executive Airport Project to Clean and Seal Joints and Cracks, Seal Coat and Re-Mark Runway 17 in the Reduced Amount of \$4,171.00 Resulting in the New Contract Amount of \$2,239,230.25 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting**

A presentation was made by Kevin Boatright, City Manager, to the Commission. He stated that in September of 2020, the City of Ardmore accepted the bid of GCC Enterprises to clean and seal joints and cracks, seal coat, and re-mark Runway 17; reconstruct partial parallel taxiway; construct concrete, connecting taxiway; and install lighting, for the Ardmore Downtown Executive Airport. The total amount of the contract was \$2,243,401.25. The project has an underrun on cleaning and sealing joints and cracks, resulting in a decrease of \$5,846.00. Additionally, an electrical upgrade, that would be beneficial for long-term reliability and versatility for future expansion would be included, resulting in the increase of \$1,675.00. The Change Order in total is a “no-net” additional cost to the project.

Motion was made by Commissioner Plesher and seconded by Commissioner Pfau to approve Change Order Number 1 of GCC Enterprises, Inc. for the Ardmore Downtown Executive Airport Project to clean and seal joints and cracks, seal coat and re-mark Runway 17 in the reduced amount of \$4,171.00 resulting in the new contract amount of \$2,239,230.25.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow  
Nays: None

**6. Consideration and Possible Action of a First Amendment to the Construction Contract for Depot Park between the City of Ardmore and Kornhaas Construction, Inc. to Increase the Contract Amount by \$32,758.00 to Provide Payment for the Irrigation Portion of the Contract with New Total Cost of Contract in the Amount of \$1,368,825.57 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting**



A presentation was made by Kevin Boatright, City Manager, to the Commission. He stated that on March 15, 2021, the Commission accepted the low bid of Kornhaas Construction, in the amount of \$1,273,072.00, plus unit items from additive alternates 1 and 2, in the amount of \$62,995.57 for the construction of the Depot Park. The total amount of the original contract is \$1,336,067.57. Additional Funding has become available that will allow the irrigation portion from the additive alternatives of the bid, to be included in the existing contract. The unit cost for the irrigation will be \$32,785.00, which will increase the total contract amount to \$1,368,825.57. All expenses for the project will be paid with grant, donations or Authority funding. The City will have no expenses associated with the project other than the administrative and coordination work performed by City Staff.

Motion was made by Commissioner Credle and seconded by Vice-Mayor Ellis to approve a First Amendment to the construction contract for Depot Park between the City of Ardmore and Kornhaas Construction, Inc. to increase the contract amount by \$32,758.00 to provide payment for the irrigation portion of the contract with new total cost of contract in the amount of \$1,368,825.57.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow  
Nays: None

**7. Consideration and Possible Action of a Lease Agreement between the City of Ardmore and Big Five Community Services, Inc. for a Building and Associated Property located at 201 A Street SW, Ardmore, Oklahoma with the Term of Lease to Commence on October 1, 2020 and End on September 2021 with Lease to be Automatically Renewed for Five (5) Additional One (1) Year Periods in the Monthly Amount of \$1,600.00 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting**

A presentation was made by Kevin Boatright, City Manager, to the Commission. He stated that the Lease Agreement entered into is between the City of Ardmore (Lessor) and Big Five Community Services, Inc. (Lessee) in the sum of \$1,600.00 per month, payable on the 1st day of each month for a building and associated property owned by the Lessor located at 201 A Street SW in Ardmore, Oklahoma. The initial term of this Lease shall be for one (1) year, beginning on the 1st day of October, 2020 and ending on the 30th day of September, 2021. The term of this lease shall be automatically renewed and extended for five (5) additional one (1) year periods, unless the Lessor or Lessee gives written notice to the other party sixty (60) days prior to the annual expiration date that the Lease will not be renewed and extended and will be terminated.

Motion was made by Commissioner Plesher and seconded by Commissioner Pfau to approve a Lease Agreement between the City of Ardmore and Big Five Community Services, Inc. for a building and associated property located at 201 A Street SW, Ardmore, Oklahoma with the term of lease to commence on October 1, 2020 and end on September 2021 with lease to be automatically renewed for five (5) additional one (1) year periods in the monthly amount of \$1,600.00.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow  
Nays: None

**12. NEW BUSINESS**

None

**13. ADJOURN**

Motion was made by Commissioner Plesher and seconded by Commissioner Pfau to adjourn from this meeting.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow  
Nays: None