

**MINUTES OF A REGULAR MEETING OF THE MAYOR AND BOARD OF
COMMISSIONERS OF THE CITY OF ARDMORE, OKLAHOMA, HELD ON
NOVEMBER 1, 2021 AT 7:00 PM IN THE COMMISSION CHAMBERS**

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

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

1. CALL TO ORDER

Mayor Ellis 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 Sjulín.

4. ROLL CALL

The City Clerk called roll. All were present.

5. PRESENTATION(S)

Presentation by Richard Delano, Community Affairs Manager at Oklahoma Gas & Electric

Mr. Richard Delano, Community Affairs Manager at Oklahoma Gas & Electric, made a presentation to Mayor and City Commissioners.

6. APPROVE AGENDA – ORDER OF BUSINESS AND CONTENTS

Motion was made by Vice-Mayor Pfau and seconded by Commissioner Plesher to approve the agenda with the removal of Item 9.D.4 Agreement as this Agreement is covered in Resolution 4187.

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

7. APPROVE MINUTES

A. of the City Commission Special Meeting held on October 18, 2021

Motion was made by Commissioner Sjulín and seconded by Vice-Mayor Pfau to approve the special minutes of October 18, 2021 as written.

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

B. of the City Commission Regular Meeting held on October 18, 2021

Motion was made by Commissioner Plesher and seconded by Vice-Mayor Pfau to approve the regular minutes of October 18, 2021 as written.

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

8. CONSENT

A. Consideration and Possible Approval to Confirm Mayor and City Commissions Appointment to the Ardmore Animal Care Trust Authority to Serve a First Three (3) Year Term to be Daela Echols with Term to Expire in May of 2024 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

The Ardmore Animal Care Trust Authority respectfully recommends approval of the appointment of Daela Echols to serve a first three year term on the Ardmore Animal Trust Authority Board. Ms. Echols term will expire in May of 2024.

B. Consideration and Possible Approval for the Acceptance of a Permanent Utility and Drainage Easements for the Surrey Drive Drainage Project Phase 1 from William and Jimmie Wallis and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

As a part of multiple drainage projects in the Surrey Drive Addition, staff proposed to construct a flume to abate localized flooding on and near the residence of Mr. and Mrs. William Wallis. The flume, and the required easement, will run along their west property line. The Wallis' have agreed to our work and to provide a Permanent Utility and Drainage Easement.

Motion was made by Commissioner Credle and seconded by Commissioner Plesher to approve Consent Agenda Item 7.A. - 7.B.

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

9. REGULAR BUSINESS

A. RESOLUTION(S)

- 1. Consider and Take Action with Respect to a Resolution of the City of Ardmore, Oklahoma (The "City") Approving Action Taken by the Ardmore Public Works Authority (The "Authority") Authorizing Issuance, Sale and Delivery of its Clean Water SRF Promissory Note to the Oklahoma Water Resources Board; Ratifying and Confirming a Sales Tax Agreement; Ratifying and Confirming an Lease Agreement and Operation and Maintenance Contract, as Amended; and Containing other Provisions Related Thereto and Any Amendments Proposed and Considered by City Commission at the Meeting**

A presentation was made by Kevin Boatright, City Manager, to the Commission. He stated that the Resolution approves the action taken by the Ardmore Public Works Authority authorizing issuance, sale and delivery of its Clean Water SRF Promissory Note to the Oklahoma Water Resources Board; ratifying and confirming a Sales Tax Agreement; ratifying and confirming a Lease Agreement, and Operation and Maintenance Contract, as amended and containing other provisions related thereto.

Motion was made by Commissioner Credle and seconded by Commissioner Sjulín to approve Resolution Number 4187.

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

Commissioner Sjulín recused herself from the meeting at 7:29 P.M.

- 2. A Resolution Approving the Incurring of Indebtedness by the Ardmore Main Street Authority, a Public Trust, by Incurring a Line of Credit with Citizens Bank and Trust of Ardmore in the Amount of \$500,000.00 to Assist in Development of Depot Park**

A presentation was made by Kevin Boatright, City Manager, to the Commission. He stated that staff recommends that the City of Ardmore Commission pass a resolution approving the incurring of indebtedness by the Ardmore Main Street Authority; a Public Trust, by incurring a line of credit with Citizens Bank and Trust of Ardmore, Oklahoma, in the amount of \$500,000.00, to assist in development of Depot Park. Because there are considerable delays in the receipt of grant funding that would pay for project costs, staff felt it prudent to secure an additional funding source, until Federal funding is received.

Motion was made by Commissioner Plesher and seconded by Commissioner Credle to approve Resolution Number 4188.

Ayes:	Credle, Plesher, Pfau, Ellis
Nays:	None
Absent:	Sjulin

Commissioner Sjulin returned to the meeting at 7:33 P.M.

B. PURCHASE(S)

1. Consideration and Possible Approval for the Purchase and Installation of Emergency Equipment for Seven (7) Ardmore Police Units from the Oklahoma State Contracts SW0141 and SW0142 from Chickasaw Personal Communications in the Total Amount of \$62,764.18 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

A presentation was made by Kevin Norris, Chief of Police, to the Commission. He state that the Ardmore Police Department requests approval for the purchase and installation of emergency equipment on four (4) 2021 Dodge Chargers at a unit price of \$8,528.26 and three (3) 2022 Chevrolet Silverado Pickups at a unit price of \$9,550.38. This purchase is a budgeted item from the GAPS Fund. The purchase and installation of the emergency equipment on these Ardmore Police Units is from the Oklahoma State Contracts SW0141 and SW0142 from Chickasaw Personal Communications of Ardmore, Oklahoma in the amount of \$62,764.18.

Motion was made by Commissioner Credle and seconded by Vice-Mayor Pfau to approve the purchase and installation of emergency equipment for seven (7) Ardmore Police Units from the Oklahoma State Contracts SW0141 and SW0142 from Chickasaw Personal Communications in the total amount of \$62,764.18.

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

C. BID(S)

1. Consideration and Possible Approval for the Low Bid Received from Unmanned Vehicle Technologies for a Drone for the Ardmore Police Department in the Total Amount of \$40,350.22 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

A presentation was made by Kevin Norris, Chief of Police, to the Commission. He stated that the City of Ardmore advertised for bids for a drone for the Ardmore Police Department on August 22, 2021 and August 29, 2021. Bids were solicited from ten (10) vendors. Bids were opened on September 15, 2021, with four (4) bidders responding. Bids received as follows:

• Unmanned Vehicle Technologies	\$40,350.22
• UAS Specialist, LLC dba DronesPlus Dallas	\$41,136.00
• Viper Drones	\$49,569.00
• Volatus Aerospace USA Corp.	No Bid

This purchase is a budgeted item from the GAPS Fund. The lowest bid was received from Unmanned Vehicle Technologies of Fayetteville, Arkansas in the total amount of \$40,350.22.

Motion was made by Commissioner Sjulín and seconded by Commissioner Credle to approve the low bid received from Unmanned Vehicle Technologies for a drone for the Ardmore Police Department in the total Amount of \$40,350.22.

Ayes: Sjulín, Credle, Plesher, Pfau, Ellis

Nays: None

2. Consideration and Possible Approval for the Low Unit Price Bids Received from Rustin Concrete, Dolese, CM Construction, and Core and Main for Construction Materials and Supplies Used by the Ardmore Street Division 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 City received bids on October 14, 2021, for various construction supplies and materials used by the Street Division. Low unit price bids were received from Rustin Concrete; Dolese; CM Construction, and Core and Main, for construction materials and supplies.

Motion was made by Vice-Mayor Pfau and seconded by Commissioner Plesher to approve the low unit price bids received from Rustin Concrete; Dolese; CM Construction, and Core and Main, for construction materials and supplies used by the Ardmore Street Division.

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

3. Consideration and Possible Approval for the Low Bid Received from Heartstone Inc. for a Concrete Crushing Services Contract in the Total Amount of \$159,880.00 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 City received bids on October 14, 2021, for concrete crushing services. Such crushing contracts enable staff to recycle concrete and asphalt rubble and eliminate unnecessary landfill use. Bids received as follows:

- Heartstone, Inc. \$159,880.00
- Mobile Crushing, Inc. \$225,000.00
- Engineer's Estimate \$ 98,100.00

The total for both bidders is above the budgeted amount however low-bidder Heartstone, Inc. has agreed to revise their bid by eliminating the production of the alternate material of 2,000 tons. This reduction would enable staff to still reduce the volume of the concrete rubble now on hand, come closer to budget, and defer further expense to the next fiscal year. Funds for this project are included in the Street Division budget.

Motion was made by Commissioner Plesher and seconded by Commissioner Sjulín to approve the low bid received from Heartstone Inc. for a Concrete Crushing Services Contract in the total amount of \$159,880.00.

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

4. Consideration and Possible Approval for the Low Bid and Additive Alternates Received from United Signs for the Wayfinding Signs Installation Project in the Total Amount of \$139,300.00 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 on September 30, 2021, the City received bids for the installation of the Wayfinding Signs which have been planned throughout the City. Bid received as follows:

- United Signs \$139,300.00
- Engineer's Estimate \$131,175.00

Funds for the project will be provided from the City of Ardmore; Ardmore Chamber of Commerce, and Ardmore Tourism Authority, which will enable staff to complete the entire project.

Motion was made by Vice-Mayor Pfau and seconded by Commissioner Credle to approve the low bid and additive alternates received from United Signs for the Wayfinding Signs Installation Project in the total amount of \$139,300.00.

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

D. AGREEMENT(S)

1. Consideration and Possible Approval of a Professional Engineering Services Agreement between the City of Ardmore and Cowan Engineering Group for the Widening of Rockford Road between Broadway and 4th Avenue NW in an Amount Not to Exceed \$121,800.00 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 staff proposed to widen Rockford Road between Broadway and 4th Avenue NW. The work will include new traffic lanes, storm sewerage, and a wider bridge over Hickory Creek and modified signalization on Broadway. Doing so will reduce traffic congestion, improve traffic safety, and enhance the appearance of the street. Given the extent of work, staff requested statements of qualifications from ten (10) engineering firms. Based on those statements staff obtained a proposal from Cowan Engineering Group to conduct the surveying; geotechnical investigations; traffic analysis; hydrology work and prepare functional and right of way plans. Staff negotiated an agreement which provides for the first phase of the engineering for a fee of \$121,800.00. This work and fee have been provided for in the annual budget and annual engineering work plan.

Motion was made by Commissioner Plesher and seconded by Commissioner Credle to approve a Professional Engineering Services Agreement between the City of Ardmore and Cowan Engineering Group for the widening of Rockford Road between Broadway and 4th Avenue NW in an amount not to exceed \$121,800.00.

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

2. Consideration and Possible Approval of a Memorandum of Understanding between the City of Ardmore and Ardmore Tourism Authority for the Wayfind Sign Installation Project with the Ardmore Tourism Authority to Pay for the Installation of Three (3) Double Pole Signs and One (1) Single Pole Sign in the Amount of \$28,300.00; and Additive Alternate 2 for the Installation of One (1) Single Pole Sign in the Amount of \$6,700.00; and the City of Ardmore to Pay \$104,300.00 to Install Fourteen (14) Signs 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 permission is requested for the City of Ardmore to execute a Memorandum of Understanding with the Ardmore Tourism Authority (ATA), for the Wayfind Sign Installation Project. The ATA will pay for the installation of three (3) double pole signs and one (1) single pole sign in the amount of \$28,300.00; and Additive Alternate 2 for the installation of one (1) single pole sign in the amount of \$6,700.00; and the City of Ardmore to pay \$104,300.00 to install fourteen (14) signs. City funding for the project is budgeted for in the Reserve Management Fund.

Motion was made by Commissioner Credle and seconded by Commissioner Sjulín to approve a Memorandum of Understanding between the City of Ardmore and Ardmore Tourism Authority for the Wayfind Sign Installation Project with the Ardmore Tourism Authority to pay for the installation of three (3) double pole signs and one (1) single pole sign in the amount of \$28,300.00; and Additive Alternate 2 for the installation of one (1) single pole sign in the amount of \$6,700.00; and the City of Ardmore to pay \$104,300.00 to install fourteen (14) signs.

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

3. Consideration and Possible Approval of Amendment 3 and Change Order 2 for the Depot Park Contract with Kornhaas Construction for Additive Alternate or Deductions in the New Total Amount of \$1,466,922.64 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 was \$1,336,067.57. Additional funding has become available that will allow for the following alternative additives or deductions in the bid, that comprise Change Order 2, to be included in the existing contract:

1. An addition of \$32,769.00 for shipping container shade structure;
2. An addition of \$15,597.03 for bike racks, table and chairs;
3. An addition of \$32,134.95 in concrete and paver improvements;
4. A deduct of (\$973.03) for aggregate base where existing slab will remain;
5. A deduct of (165.61) for removal of sold slab sod.

In June, the City Commission accepted Amendment 1 in the amount of \$32,758.00. In August, the City Commission accepted Amendment 2 in the amount of \$18,734.73. Change Order 2 in the amount of \$79,362.34 will be Amendment 3 which increased the total contract amount to \$1,466,922.62. All expenses for the project will be paid with grant, donations or Main Street Authority funding. The City will have no expenses associated with the project, other than administrative performed by City staff.

Motion was made by Commissioner Sjulín and seconded by Commissioner Credle to approve Amendment 3 and Change Order 2 for the Depot Park Contract with Kornhaas Construction for additive alternate or deductions in the new total amount of \$1,466,922.64.

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

- 4. Request to Approve an Agreement with Municipal Finance Services, Inc. designating them as the Authority's Financial Advisor in Connection with the Financing of Projects under the Clean Water SRF Loan Program and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting**

Item Removed from Agenda

10. NEW BUSINESS

None

11. ADJOURN

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

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