

**MINUTES OF A REGULAR MEETING OF THE MAYOR AND BOARD OF  
COMMISSIONERS OF THE CITY OF ARDMORE, OKLAHOMA, HELD ON  
MARCH 21, 2022 AT 7:00 PM IN THE COMMISSION CHAMBERS**

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

**2. INVOCATION**

The invocation was led by Robert Newell, Chief Information Officer.

**3. PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Vice-Mayor Pfau.

**4. ROLL CALL**

The City Clerk called roll. All were present.

**5. PRESENTATION(S)**

**A. Presentation of the City of Ardmore Fiscal Year 2020/2021 Audit by Crawford and Associates**

The City of Ardmore Fiscal Year 2020/2021 Audit was presented to the City Commission by Casey Russell, CPA, and Frank Crawford, Crawford and Associates.

**B. Mayor Ellis to Declare April 2022 as Autism Awareness Month and April 2, 2022 as World Autism Day in the City of Ardmore**

Mayor Ellis declared the month of April 2022 as Autism Awareness Month and April 2, 2022 as World Autism Day in the City of Ardmore.

**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 10.B.1. Resolution 1.

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

**7. APPROVE MINUTES**

**A. of the City Commission Regular Meeting held on March 7, 2022**

Motion was made by Commissioner Credle and seconded by Vice-Mayor Pfau to approve the regular minutes of March 7, 2022 as written.

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

**B. of the City Commission Special Meeting held on March 15, 2022**

Motion was made by Commissioner Sjulín and seconded by Commissioner Credle to approve the special minutes of March 15, 2022 as written.

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

**8. PUBLIC HEARING(S)**

**A. Public Hearing for the Purpose of Hearing and Considering Any Objections and/or Complaints Concerning the Request to Rezone 0.58 Acres located at 1314 D Street Northeast from CC (Commercial Corridor) Zoning District to IL (Light Industrial) Zoning District**

A presentation was made by Jessica Scott, Director of Community Development, to the Commission. She stated that the City received a Rezoning Application from the property owner of 0.58 acres located at 1314 D Street NE, requesting rezoning of the subject property from CC (Commercial Corridor) zoning district to IL (Light Industrial) zoning district. In keeping with the requirement of Section 319 of the Unified Development Code, a public hearing was held before the Planning Commission on March 10, 2022. Per Section 319 a public hearing is now required before the City Commission. The Rezoning request is also on this agenda for final action by the City Commission.

Present to Speak Against or For

Against: Sherry Wilson, Dennis Gay, and Wanda Kemp

For: No One to Speak For

Public Hearing Closed

**B. Public Hearing for the Purpose of Hearing and Considering Any Objections and/or Complaints Concerning the Request to Rezone 1 Acre located at 202 North Plainview Road from CC (Commercial Corridor) Zoning District to IL (Light Industrial) Zoning District**

A presentation was made by Jessica Scott, Director of Community Development, to the Commission. She stated that the City received a Rezoning Application from the property owner of 1 acre located at 202 North Plainview Road, requesting rezoning of the subject property from CC (Commercial Corridor) zoning district to IL (Light Industrial) zoning district. In keeping with the requirement of Section 319 of the Unified Development Code, a public hearing was held before the Planning Commission on March 10, 2022. Per Section 319 a public hearing is now required before the City Commission. The Rezoning request is also on this agenda for final action by the City Commission.

Present to Speak Against or For

Against: No One to Speak Against

For: Steven Fox, Fox Engineering

Public Hearing Closed

**C. Public Hearing for the Purpose of Hearing and Considering Any Objections and/or Complaints Concerning the Request to Rezone 1.52 Acres located at 2515 Mt. Washington Road from RS-6 (Single Family Residential, 6,000SF MIN) Zoning District to CC (Commercial Corridor) Zoning District**

A presentation was made by Jessica Scott, Director of Community Development, to the Commission. She stated that the City received a Rezoning Application from the property owner of 1.52 acres located at 2515 Mt. Washington Road, requesting rezoning of the subject property from RS-6 (Single Family Residential, 6,000SF MIN) zoning district to CC (Commercial Corridor) zoning district. In keeping with the requirement of Section 319 of the Unified Development Code, a public hearing was held before the Planning Commission on March 10, 2022. Per Section 319 a public hearing is now required before the City Commission. The Rezoning request is also on this agenda for final action by the City Commission.

No One Present to Speak Against or For

Public Hearing Closed

**D. Public Hearing for the Purpose of Hearing and Considering Any Objections and/or Complaints Concerning a Text Amendment of Section 501, the Use Table of the Unified Development Code, Amending the Use Table to Include Medical Marijuana and Changing Permitted Use Zoning Districts for Vehicle Service Limited, Manufacturing and Production, Group Living, and Community Service**

A presentation was made by Jessica Scott, Director of Community Development, to the Commission. She stated that City staff is processing a text amendment to the City of Ardmore Unified Development Code to amend Section 501 - The Use Table. The amendment will add permitted zoning districts for Medical Marijuana, change the Permitted Use of Vehicle Service, limited from Permitted by Right to Permitted with a Conditional Use Permit in the CD (Commercial Downtown) zoning district; and remove Manufacturing and Production, Group Living, and Community Service as Permitted by Right Uses in the CD (Commercial Downtown) zoning district. In keeping with the requirement of Section 318 of the Unified Development Code, a public hearing was held before the Planning Commission on March 10, 2022. Per Section 318 a public hearing is now required before the City Commission. The request for the Text Amendment is also on this agenda for final action by the City Commission.

No One Present to Speak Against or For

Public Hearing Closed

**9. CONSENT**

**A. Consideration of Adoption or Rejection of Resolution Number 4208, a Resolution for the Preliminary Plat of 16 Lots on 11.96 Acres of The Tschoepe Addition located in the 5000 Block of Myall Road, 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 March 10, 2022, the Planning Commission considered the application to approve the Preliminary Plat of The Tschoepe Addition. The Planning Commission voted (8-0) to recommend approval of the Preliminary Plat.

**B. Consideration of Adoption or Rejection of Resolution Number 4209, a Resolution for the Preliminary Plat of 9 Lots on 8.97 Acres of The Morgan Addition located at 2470 South Commerce Street, 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 March 10, 2022, the Planning Commission considered the application to approve the Preliminary Plat of The Morgan Addition. The Planning Commission voted (8-0) to recommend approval of the Preliminary Plat.

Motion was made by Vice-Mayor Pfau and seconded by Commissioner Plesher to approve Consent Agenda Items 8.A. - 8.B.

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

## **10. REGULAR BUSINESS**

### **A. ORDINANCE(S)**

- 1. Consideration of Adoption or Rejection of Ordinance Number 3117, an Ordinance Rezoning Property located at 1314 D Street Northeast, Zoning from CC (Commercial Corridor) Zoning District to IL (Light Industrial) Zoning District Amending Ordinance Number 2583 known as the Unified Development Code of the City of Ardmore, Oklahoma and Providing for Severability 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 Jessica Scott, Director of Community Development, to the Commission. She stated that staff received a request from Joe and Sandy Hines on behalf of Star Properties LLC, property owners of property located at 1314 D Street Northeast, to rezone this property from CC (Commercial Corridor) zoning district to IL (Light Industrial) zoning district. On March 10, 2022 the Planning Commission voted (7-1) to recommend denial of rezoning to IL (Light Industrial) zoning district.

Motion was made by Commissioner Plesher and seconded by Commissioner Credle to reject Ordinance Number 3117.

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

- 2. Consideration of Adoption or Rejection of Ordinance Number 3118, an Ordinance Rezoning Property located at 202 North Plainview Road, Zoning from CC (Commercial Corridor) Zoning District to IL (Light Industrial) Zoning District Amending Ordinance Number 2583 known as the Unified Development Code of the City of Ardmore, Oklahoma and Providing for Severability 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 Jessica Scott, Director of Community Development, to the Commission. She stated that staff received a request from Fox Engineering on behalf of Mike Byford, property owner of property located at 202 North Plainview Road to rezone this property from CC (Commercial Corridor) zoning district to IL (Light Industrial) zoning district. On March 10, 2022, the Planning Commission voted (8-0) to recommend denial of rezoning to IL (Light Industrial) zoning district.

Motion was made by Commissioner Sjulín and seconded by Commissioner Credle to reject Ordinance Number 3118.

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

**3. Consideration of Adoption or Rejection of Ordinance Number 3119, an Ordinance Rezoning Property located at 2515 Mt. Washington Road Zoning from RS-6 (Single Family Residential, 6,000SF MIN) Zoning District to CC (Commercial Corridor) Zoning District Amending Ordinance Number 2583 known as the Unified Development Code of the City of Ardmore, Oklahoma and Providing for Severability 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 Jessica Scott, Director of Community Development, to the Commission. She stated that staff received a request from Fox Engineering on behalf of The Boulevard Group, property owner of property located at 2515 Mt. Washington Road to rezone this property from RS-6 (Single Family Residential, 6,000SF MIN) zoning district to CC (Commercial Corridor) zoning district. On March 10, 2022 the Planning Commission voted (8-0) to recommend approval of rezoning to CC (Commercial Corridor) zoning district.

Motion was made by Commissioner Sjulín and seconded by Vice-Mayor Pfau to approve Ordinance Number 3119.

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

4. **Consideration of Adoption or Rejection of Ordinance Number 3120, an Ordinance Amending the Unified Development Code of the City of Ardmore Section 501, the Use Table; Amending the Use Table to Include the Permitted Zoning Districts for Medical Marijuana; to Change the Permitted Use of Vehicle Service, Limited from Permitted by Right to Permitted with a Conditional use Permit in the CD (Commercial Downtown) Zoning District; and Remove Manufacturing and Production, Group Living and Community Service as Permitted by Right Uses in the CD (Commercial Downtown) Zoning District and Approval or Rejection of Any Amendments Proposed 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 Jessica Scott, Director of Community Development, to the Commission. She stated that on March 10, 2022 the Planning Commission considered an amendment to the City of Ardmore Unified Development Code to amend Section 501 - The Use Table. The amendment will add permitted zoning districts for Medical Marijuana, change the Permitted Use of Vehicle Service, limited from Permitted by Right to Permitted with a Conditional Use Permit in the CD (Commercial Downtown) zoning district; and remove Manufacturing and Production, Group Living, and Community Service as Permitted by Right Uses in the CD (Commercial Downtown) zoning district. The Planning Commission voted (8-0) to approve the proposed UDC text amendment.

Motion was made by Vice-Mayor Pfau and seconded by Commissioner Credle to approve Ordinance Number 3120.

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

## **B. RESOLUTION(S)**

1. **Consideration of Adoption or Rejection of Resolution Number 4210, a Resolution Approving the Incurring of Indebtedness by the Ardmore Development Authority, a Public Trust, by Incurring a Line of Credit with Lease Servicing Center, Inc., dba NCL Governmental Capital in the Total Amount of \$349,129.00 for a Fire Truck and Consideration of Adoption or Rejection of Any Amendments to the Proposed Resolution as may be Considered by the City Commission at the Meeting**

Removed from Agenda

**C. AGREEMENT(S)**

**1. Consideration and Possible Approval of Change Order Number 1 for the Wayfind Sign Installation Project, Phase 1, to Provide for the Extension of the Contract Expiration Date to May 15, 2022, with the Total Contract Price Unchanged and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting**

A presentation was made by Josh Randell, Interim City Engineer, to the Commission. He stated that the purpose of this item is to request the Commission's approval of Change Order Number 1 for the Wayfind Sign Installation Project which provides for an extension of the contract expiration date. The current contract expiration date is March 30, 2022. Staff wishes to extend this date to May 15, 2022 in order to complete the installation of the signs. The total contract price will be unchanged.

Motion was made by Commissioner Sjulín and seconded by Commissioner Credle to approve Change Order Number 1 for the Wayfind Sign Installation Project, Phase 1, to provide for the extension of the contract expiration date to May 15, 2022, with the total contract price unchanged.

Ayes: Sjulín, Credle, Plesher, Pfau, Ellis

Nays: None

**2. Consideration and Possible Approval of an Engineering Services Agreement between the City of Ardmore and TEIM Design for Phase 1 of the Market Street - Roadway Design in the Total Amount of \$68,500.00 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting**

A presentation was made by Josh Randell, Interim City Engineer, to the Commission. He stated that the new Burk Collins & Co., LTD Phase 2 development in the general vicinity of the Academy store has engaged the City to design and construct a new access road from Merrick Circle continuing south and connecting to 12<sup>th</sup> Avenue Northwest. This road is intended to serve all the existing and proposed development planned in the area and will grant direct access from the north to businesses located along 12<sup>th</sup> Avenue. This roadway will have a twenty year design life and can be part of a larger development which could see this roadway extended all the way to Veterans Boulevard. The design will be for a 30 ft. wide two-lane commercial curb and gutter facility with ADA compliant sidewalks. Hydraulic design of the roadway will be included as well in which drainage structures will accommodate the 50 and 100 year storm events. Staff recommends that the Commission approve the engagement of TEIM Design, consulting engineers from Oklahoma City, which has the requisite street and storm sewer design experience. If approved, TEIM will undertake the engineering in 2 phases under one agreement. The first phase will be the



conceptual design phase which includes preparing preliminary design documents consisting of final design criteria and a traffic study. It will also provide conceptual plan sheets for up to two alternative designs, and outline specifications. Phase 2 will be the final design phase once an alignment has been selected by the City which will include final plan and specification preparation. Money for this project will come from the General Engineering Fund. Staff recommends the Commission approve the consulting engineering agreement for Phase 1 in the amount of \$68,500.00 and authorize the Mayor to execute same. After review this agreement has been approved by the City Attorney. The cost for Phase 2 will be determined based on the selection of the final alignment. This cost will include the roadway final plans and the topographic survey needed to complete the design and will be determined once a final alignment has been selected.

Motion was made by Commissioner Credle and seconded by Commissioner Sjulín to approve an Engineering Services Agreement between the City of Ardmore and TEIM Design for Phase 1 of the Market Street - Roadway Design in the total amount of \$68,500.00.

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

**3. Consideration and Possible Approval for E Pumps to Tear Down and Repair a 60hp Fairbanks Submersible Pump utilized by the Wastewater Treatment Plant in the Total Amount of \$40,611.00 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting**

A presentation was made by Shawn Geurin, Director of Utilities, to the Commission. He stated that staff requests approval for E Pumps to tear down and repair a 60hp Fairbanks submersible pump. This pump is utilized at the Wastewater Treatment Plant in the effluent lift station. The total price for the repair is \$40,611.00. Money has been budgeted for items like this in the current fiscal year budget under the Wastewater Treatment Plant Department.

Motion was made by Commissioner Sjulín and seconded by Commissioner Plesher to approve for E Pumps to tear down and repair a 60hp Fairbanks Submersible Pump utilized by the Wastewater Treatment Plant in the total amount of \$40,611.00.

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

**4. Consideration and Possible Approval to Declare an Operation Pride 2014 Knuckleboom, Unit Number 140 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 Shawn Geurin, Director of Utilities, to the Commission. He stated that staff requests that the Operation Pride 2014 Knuckleboom, Unit Number 140, Asset Number 009054 be declared as surplus. If declared surplus this unit will be used as a trade-in for a replacement Knuckleboom as provided in the current year's budget.

Motion was made by Commissioner Plesher and seconded by Commissioner Credle to approve to declare an Operation Pride 2014 Knuckleboom, Unit Number 140 as surplus and disposed of in accordance with City Code.

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

**D. PURCHASE(S)**

**1. Consideration and Possible Approval for the Purchase of a Freightliner Cab and Chassis for the Operation Pride Department from the Oklahoma State Contract from Premier Truck Group Oklahoma City in the Total Amount of \$91,002.85 and Approval or Rejection of Any Amendments Propose and Considered by the City Commission at the Meeting**

A presentation was made by Shawn Geurin, Director of Utilities, to the Commission. He stated that staff requests approval to purchase a Freightliner cab and chassis for the Operation Pride Department from the Oklahoma State Contract from Premier Truck Group Oklahoma City in the amount of \$91,002.85. This will be a replacement for Unite Number 140. This item is in the current fiscal year budget under the Operation Pride Department.

Motion was made by Commissioner Plesher and seconded by Commissioner Sjulín to approve the purchase of a Freightliner Cab and Chassis for the Operation Pride Department from the Oklahoma State Contract from Premier Truck Group Oklahoma City in the total amount of \$91,002.85.

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

**2. Consideration and Possible Approval for the Purchase of a Petersen Knuckleboom Trash Loader for the Operation Pride Department from the Oklahoma State Contract from J&R Equipment L.L.C. in the Total Amount of \$96,505.00 which Includes the Trade in of Unit Number 140 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting**

A presentation was made by Shawn Geurin, Director of Utilities, to the Commission. He stated that staff requests the approval to purchase a Petersen Knuckleboom Trash Loader for the Operation Pride Department from the Oklahoma State Contract from J&R Equipment LLC. This will be a replacement for Unit Number 140. The price for the Knuckleboom Trash Loader is \$103,805.00. J&R Equipment LLC will accept Unit Number 140 as a trade-in for \$16,200.00. This will make the final cost \$96,505.00. This item is in the current fiscal year budget under the Operation Pride Department.

Motion was made by Commissioner Credle and seconded by Vice-Mayor Pfau to approve the purchase of a Petersen Knuckleboom Trash Loader for the Operation Pride Department from the Oklahoma State Contract from J&R Equipment L.L.C. in the total amount of \$96,505.00 which includes the trade in of Unit Number 140.

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

**E. EXECUTIVE SESSION**

Motion was made by Commissioner Plesher and seconded by Vice-Mayor Pfau at 8:05 P.M. to enter into Executive Session.

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

**1. Consideration and Possible Vote to Enter Into Executive Session for the Purpose of Discussing the Status of Negotiations between the City of Ardmore and the Fraternal Order of Police, Lodge No. 108, and the International Association of Fire Fighters, Local 1881 for New Collective Bargaining Agreements for Fiscal Year 2022-2023 as Authorized by 25 O.S. Section 307 (B)(2)**

**2. Consideration and Possible Vote to Reconvene into Open Session**

Motion was made by Commissioner Sjulín and seconded by Commissioner Plesher at 8:36 P.M. to reconvene into Open Session.

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

**F. AGREEMENT**

**1. Consideration and Possible Action on Items Discussed in Executive Session**

No Action Taken

**11. NEW BUSINESS**

None

**12. ADJOURN**

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

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