

**MINUTES OF A REGULAR MEETING OF THE MAYOR AND BOARD OF
COMMISSIONERS OF THE CITY OF ARDMORE, OKLAHOMA, HELD ON
MAY 2, 2022 AT 7:00 PM IN THE COMMISSION CHAMBERS**

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

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 Commissioner Sjulín.

4. ROLL CALL

The City Clerk called roll. All were present.

5. PRESENTATION(S)

A. Oath of Office and Presentation of Certificates of Election to Nancy Sjulín (Ward 1, NW) and Sheryl Ellis (Ward 4, SE) by The Honorable Thomas Baldwin, Associate District Judge

The Honorable Thomas Baldwin, Associate District Judge administered the Oath of Office and presented Certificates of Election to Nancy Sjulín (Ward 1, NW) and Sheryl Ellis (Ward 4, SE).

B. Election of Mayor for 2022/2023

Motion was made by Commissioner Credle and seconded by Commissioner Sjulín to elect Commissioner Pfau as Mayor for 2022/2023.

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

C. Election of Vice-Mayor for 2022/2023

Motion was made by Mayor Pfau and seconded by Commissioner Sjulín to elect Commissioner Ellis as Vice-Mayor for 2022/2023.

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

D. Seating of Commission

The City Clerk seated the Commissions.

E. Presentation of Mayor's Gavel to Retiring Mayor by Newly Elected Mayor

Mayor Pfau presented the Mayor's Gavel to retiring Mayor Ellis.

F. Commission Meeting Called to Order by Newly Elected Mayor

Newly elected Mayor Pfau called the meeting to order.

6. APPROVE AGENDA – ORDER OF BUSINESS AND CONTENTS

Motion was made by Commissioner Plesher and seconded by Vice-Mayor Ellis to approve the agenda as written.

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

7. APPROVE MINUTES

A. of the City Commission Regular Meeting held on April 18, 2022

Motion was made by Commissioner Credle and seconded by Commissioner Sjulín to approve the regular minutes of April 4, 2022 as written.

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

B. of the City Commission Special Meeting held on April 18, 2022

Motion was made by Commissioner Sjulín and seconded by Vice-Mayor Ellis to approve the special minutes of April 18, 2022 as written.

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

8. CONSENT

A. Consideration and Possible Action to Confirm Mayor and City Commission Appointment to the Planning Commission to Serve a Second Three (3) Year Term to be Claudia Kittrell with Term to Expire in May of 2025 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

The Mayor and City Commissions confirmed the appointment to the Planning Commission to serve a second three (3) year term to be Claudia Kittrell with term to expire in May of 2025.

B. Consideration of Adoption or Rejection of Resolution Number 4213, a Resolution for the Minor Subdivision Plat of 1 Lot on 1 Acre of the Ellis Acre Addition located at 401 Stolfa Street, Ardmore, Oklahoma and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

On April 14, 2022, the Planning Commission considered the application to approve the Minor Subdivision Plat of the Ellis Acre Addition. The Planning Commission voted (5-0) to recommend approval of the Minor Subdivision Plat.

C. Consideration and Possible Action of an Ardmore Downtown Executive Airport Ground Lease Cancellation Agreement between the City of Ardmore and Chris McMurry for the Leased Property located at 1413 Executive Airport Drive, Suite 2, Tract 27-2 and 1413 Executive Airport Drive, Suite 5, Tract 27-5 and Approval or Rejection of Any Amendments Proposed by the City Commission at the Meeting

The Ardmore Downtown Executive Airport Ground Lease Cancellation Agreement is between the City of Ardmore and Chris McMurry. The description of leased property is 1413 Executive Airport Drive, Suite 2, Tract 27-2 and 1413 Executive Airport Drive, Suite 5, Tract 27-5. Ardmore and Chris McMurry by mutual agreement hereby agree to cancel and terminate the described lease.

D. Consideration and Possible Action of the Right of Refusal to Purchase a Hangar located at the Ardmore Downtown Executive Airport, 1413 Executive Airport Drive, Suite 2, Tract 27-2 and 1413 Executive Airport Drive, Suite 5, Tract 27-5 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

The City of Ardmore has received a notice of sale for 1413 Executive Airport Drive, Suite 2, Tract 27-2 and 1413 Executive Airport Drive, Suite 5, Tract 27-5 to Tyler Barker in the amount of \$17,500.00. The City does not wish to exercise its right to purchase the hangar and improvements, located at the Ardmore Downtown Executive Airport.

E. Consideration and Possible Action of Ground Lease Agreements located at the Ardmore Downtown Executive Airport between the City of Ardmore and Lessee Tyler Barker for Leased Premises of 1413 Executive Airport Drive, Suite 2, Tract 27-2 and 1413 Executive Airport Drive, Suite 5, Tract 27-5 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

The Ground Lease Agreements is located at the Ardmore Downtown Executive Airport between the City of Ardmore and Lessee Tyler Barker for leased premises of 1413 Executive Airport Drive, Suite 2, Tract 27-2 and 1413 Executive Airport Drive, Suite 5, Tract 27-5. The City of Ardmore is the co-sponsor, along with the State of Oklahoma, ex rel Oklahoma Planning and Resources Board, of the area known as the Ardmore Downtown Executive Airport, which is located in Southern Ardmore and in the northern portion of Lake Murray State Park. The initial term of the Ground Lease Agreement shall be for a term commencing on May 2, 2022, and ends on May 1, 2032, with the option of two (2) additional five (5) year extensions.

Motion was made by Commissioner Plesher and seconded by Commissioner Credle to approve Consent Agenda Items 8.A. - 8.E.

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

9. REGULAR BUSINESS

A. ORDINANCE(S)

- 1. Consideration of Adoption or Rejection of Ordinance Number 3122, an Ordinance Amending Chapter 6, Article 1 of the Ardmore Code of Ordinances by Adding New Section 6-2.1 Pertaining to Adoption of Oklahoma Uniform Building Code Commission Rules 748 - Chapter 20 - Adopted Codes - Subchapters 1 and 2 International Building Code®, 2018 Edition (IBC®, 2018) 748:20-2-1 through 748:20-2-40 and Consideration of Adoption or Rejection of Emergency Clause with Respect to Ordinance**

Number 3122 and Consideration of Adoption or Rejection of Any Amendments to the Proposed Emergency Clause as may be Considered by the City Commission at the Meeting and Approval or Rejection of Any Amendments Proposed and 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 the Oklahoma Unified Code Commission (OUBCC) is responsible for adopting the State's Fire, Building, and Life Safety Codes. While adopting the codes, the State includes many amendments to the Code for construction within the State of Oklahoma. These Amendments are published as Oklahoma Unified Code Commission Rule s748 Chapter 20. Staff requests the Mayor and City Commission adopt the Oklahoma Unified Code Commission Rules 748 Chapter 20.

Motion was made by Commissioner Plesher and seconded by Commissioner Credle to adopt Ordinance Number 3122.

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

2. Consideration of Adoption or Rejection of Ordinance Number 3123, an Ordinance Adopting the 2018 International Building Code Amending Chapter 6 Section 6-2 of the Code of Ordinances for 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 the Oklahoma Unified Code Commission (OUBCC) is responsible for adopting the State's Fire, Building, and Life Safety Codes. Currently the OUBCC has adopted the 2018 version of the International Building Code. Staff requests the Mayor and City Commission adopt the 2018 International Building Code. Adoption of this code would bring the City in correlation with the State.

Motion was made by Vice-Mayor Ellis and seconded by Commissioner Sjulín to adopt Ordinance Number 3123.

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

3. Consideration of Adoption or Rejection of Ordinance Number 3124, an Ordinance Adopting the 2018 International Plumbing Code Amending Chapter 23, Section 23-1 and 23-2 of the Code of Ordinances for 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 the Oklahoma Unified Code Commission (OUBCC) is responsible for adopting the State's Fire, Building, and Life Safety Codes. Currently the OUBCC has adopted the 2018 version of the International Plumbing Code. Staff requests the Mayor and City Commission adopt the 2018 International Plumbing Code. Adoption of this code would bring the City in correlation with the State.

Motion was made by Commissioner Sjulín and seconded by Commissioner Plesher to adopt Ordinance Number 3124.

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

4. Consideration of Adoption or Rejection of Ordinance Number 3125, an Ordinance Adopting the 2018 International Mechanical Code Amending Chapter 12, Section 12-1 of the Code of Ordinances for 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 the Oklahoma Unified Code Commission (OUBCC) is responsible for adopting the State's Fire, Building, and Life Safety Codes. Currently the OUBCC has adopted the 2018 version of the International Mechanical Code. Staff requests the Mayor and City Commission adopt the 2018 International Mechanical Code. Adoption of this code would bring the City in correlation with the State.

Motion was made by Commissioner Credle and seconded by Vice-Mayor Ellis to adopt Ordinance Number 3125.

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

5. Consideration of Adoption or Rejection of Ordinance Number 3126, an Ordinance Adopting the 2018 International Fuel Gas Code Amending Chapter 12, Section 9 of the Code of Ordinances for 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 the Oklahoma Unified Code Commission (OUBCC) is responsible for adopting the State's Fire, Building, and Life Safety Codes. Currently the OUBCC has adopted the 2018 version of the International Fuel Gas Code. Staff requests the Mayor and City Commission adopt the 2018 International Fuel Gas Code. Adoption of this code would bring the City in correlation with the State.

Motion was made by Commissioner Sjulín and seconded by Commissioner Credle to adopt Ordinance Number 3126.

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

6. Consideration of Adoption or Rejection of Ordinance Number 3127, an Ordinance Adopting the 2018 International Fire Code Amending Chapter 10 Section 10-15.1 of the Code of Ordinances for 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 the Oklahoma Unified Code Commission (OUBCC) is responsible for adopting the State's Fire, Building, and Life Safety Codes. Currently the OUBCC has adopted the 2018 version of the International Fire Code. Staff requests the Mayor and City Commission adopt the 2018 International Fire Code. Adoption of this code would bring the City in correlation with the State.

Motion was made by Commissioner Plesher and seconded by Vice-Mayor Ellis to adopt Ordinance Number 3127.

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

7. Consideration of Adoption or Rejection of Ordinance Number 3128, an Ordinance Amending Chapter 25, Article IV, of the Ardmore Code of Ordinances by Adding New Sections 25-100.1 through 25-100.5, Pertaining to Laying Lines, Cable, Pipelines Appurtenances of Any Type, Excavation for the Purpose of Laying Lines, or Pipelines of Any Type, in Easements or Rights-of-Way of the City, Requiring Permits and Applicability of other Regulations, Providing for Emergency Repairs, Providing for Repealer, Penalties for Violation; Severability and Declaring an Emergency and Consideration of Adoption or Rejection of Emergency Clause with Respect to Ordinance Number 3128 and Consideration of Adoption or Rejection of Any Amendments to the Proposed Emergency Clause as may be Considered by the City Commission at the Meeting 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 agenda item is to amend Chapter 25, Article IV of the Ardmore Code of Ordinances by adding new sections 25-100.1 through sections 25-100.5. This Ordinance is needed to address any proposed or existing lines, cable, pipelines, and appurtenances to the same place in the City's Right-of-Way by various utility companies as well as our franchisees and their subcontractors. The Engineering Department has been receiving server requests over the last couple of years to place new lines or cables in the City's Right-of-Way. Due to the influx of so many requests, the Engineering Department has determined that new controls are needed to maintain the City's Right-of-Way integrity. These controls will allow staff to keep a tight regulation of the City's Right-of-Ways so that not just anyone can place lines in wherever and however they wish. This Ordinance allows for the Engineering Department to collect annual fees for such Right-of-Way occupancy. These fees will be due at the time of permitting and every year afterward in perpetuity. It also allows for the Engineering Department to better control the nature of the installation and ensures that pavement, curb and gutter, and Right-of-Way are put back to as good or better condition before installation began.

Motion was made by Commissioner Plesher and seconded by Vice-Mayor Ellis to adopt Ordinance Number 3128.

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

8. AGREEMENT(S)

1. **Consideration and Possible Action of an Emergency Management Mutual Aid Memorandum of Understanding between the City of Ardmore and the Chickasaw Nation Department of Interior Services, for the Purpose of Providing Mutual Aid in Preparation for or in Response to a Disaster, an Emergency, and/or Planned Event and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting**

A presentation was made by Amber Wilson, Director of Emergency Management, to the Commission. She stated that the Chickasaw Nation has asked the City of Ardmore to enter into an Emergency Management Mutual Aid Memorandum of Understanding (MOU) in preparation for or in response to disaster, an emergency, and/or planned event, so long as resources allow. The MOU shall be effective for one (1) year and will automatically renew for additional one (1) year terms unless either party provides the other party with written notice of termination.

Motion was made by Commissioner Credle and seconded by Commissioner Sjulín to approve an Emergency Management Mutual Aid Memorandum of Understanding between the City of Ardmore and the Chickasaw Nation Department of Interior Services, for the purpose of providing mutual aid in preparation for or in response to a disaster, an emergency, and/or planned event.

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

2. **Consideration and Possible Action for the Renewal of a Social Media Contract between the City of Ardmore and Bosham Media, LLC to be Effective from May 15, 2022 through May 14, 2023 in the Total Amount of \$49,800.00 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting**

A presentation was made by Robert Newell, Chief Information Officer, to the Commission. He stated this last year the City entered into a Special Services Contract with a local company to help amplify the City's Social Media presence. A committee of City staff met and came up with a Social Media Policy and identified what staff wanted this contractor to concentrate on and how the workflow of information would happen. It was the expectation to be able to allow department employees to concentrate on their specialties and allow someone who is trained and knows all the many Social Media platforms to increase what City staff was already able to accomplish with basic understanding. In November staff contracted with Bosham Media, LLC to do a trial (1/2 year) to see if the City could benefit from an individual or company taking over these responsibilities. That contract fell within the City

Manager's fiscal approval threshold. This contract is to be effective from May 15, 2022 through May 14, 2023 for the amount of \$4,150.00 a month for a total \$49,800.00 for the life of the contract. This contract has been reviewed and approved by legal. This is a budgeted item in the Information Technology Budget in the next Fiscal Year 2022/2023. There are sufficient fund in the Information Technology Special Services account to pay for invoices that fall in this fiscal year.

Motion was made by Commissioner Plesher and seconded by Vice-Mayor Ellis to approve the renewal of a Social Media Contract between the City of Ardmore and Bosham Media, LLC to be effective from May 15, 2022 through May 14, 2023 in the total amount of \$49,800.00.

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

3. Consideration and Possible Action to Declare Fifty-Four (54) Ardmore Police Department Glock M17 Gen 5 Duty Pistols as Surplus to Proceed with a Trade-In Agreement with GT Distributors 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 Ardmore Police Department requests approval to declare fifty-four (54) Glock M17 Gen 5 duty pistols surplus as part of a trade-in agreement with GT Distributors valued at \$18,259.00. Additionally, the agreement includes the trade-in of Lawman 40 caliber ammunition valued at \$10,800.00. The trade-in value of the fifty-four (54) Glock M17 Gen 5 duty pistols is \$29,059.00.

Motion was made by Commissioner Plesher and seconded by Commissioner Credle to approve to declare fifty-four (54) Ardmore Police Department Glock M17 Gen 5 duty pistols as surplus to proceed with a trade-in agreement with GT Distributors.

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

9. PURCHASE(S)

1. Consideration and Possible Action for the Purchase of Sixty (60) Glock 45 Gen 5 Duty Pistols with Gun Lights, Holsters and Sight Sets for the Ardmore Police Department from the Oklahoma State Contract SW220 from GT Distributors in the Total Amount of \$41,242.75 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 Ardmore Police Department requests approval to purchase sixty (60) Glock 45 Gen 5 duty pistols with gun lights, holsters and sight set valued at \$41,242.75. This purchase price is after the application of the trade-in agreement with GT Distributors for the Glock M17 Gen 5 duty pistols and ammunition valued \$29,059.00. Funding for this purchase is from the GAPS Fund. The purchase of sixty (60) Glock 45 Gen 5 duty pistols with gun lights, holsters and sight sets is from the Oklahoma State Contract SW220 from GT Distributors in the total amount of \$41,242.75.

Motion was made by Commissioner Plesher and seconded by Commissioner Sjulín to approve to the purchase of sixty (60) Glock 45 Gen 5 duty pistols with gun lights, holsters and sight sets for the Ardmore Police Department from the Oklahoma State Contract SW220 from GT Distributors in the total amount of \$41,242.75.

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

2. Consideration and Possible Action for the Purchase of Three (3) New 14-Foot Salt Dogg Spreaders and Three (3) SST Light Bars for the Street Department from the Oklahoma State Contract SW500 from Southwest Trailers & Equipment in the Total Amount of \$42,330.00 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 Street Division would like to purchase three (3) 14-foot Stainless Steel Salt Dogg Spreaders. Each will hold approximately 10 cubic yards of sand. The new spreaders will replace the City's older sand spreaders which are more than twenty (20) years in age. Staff proposes to purchase the sand spreaders from Southwest Trailers & Equipment. Along with the sand spreaders we also wish to purchase SST Light Bars for each of the spreaders as well. These light bars are a safety feature that will allow the truck and spreaders to be seen from long distances with flashing lights. There is an additional cost for installation materials and the labor to install as well. The spreaders were not originally budgeted, however due to concerns staff had with current sanders during the last inclement weather situation, it was decided to utilize money budgeted for a new 5-ton dump truck to purchase the spreaders. With national supply chain delays, the replacement truck could not be purchased within this budget year. The spreaders will be paid for from the Street Department Budget 5305. The purchase of the three (3) new 14-foot Salt Dogg Spreaders and three (3) SST Light Bars for the Street Department from the Oklahoma State Contract SW500 from Southwest Trailers & Equipment is in the total amount of \$42,330.00.

Motion was made by Commissioner Credle and seconded by Vice-Mayor Ellis to approve to the purchase of three (3) new 14-foot Salt Dogg Spreaders and three (3) SST Light Bars for the Street Department from the Oklahoma State Contract SW500 from Southwest Trailers & Equipment in the total amount of \$42,330.00.

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

10. EXECUTIVE SESSION

Motion was made by Commissioner Sjulín and seconded by Commissioner Credle to enter into Executive Session at 7:45 P.M.

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

A. 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 International Association of Firefighters, Local No. 1881 for the New Collective Bargaining Agreement for Fiscal Year 2022-2023 and Fiscal Year 2023-2024 as Authorized by 25 O.S. Section 307 (B)(2)

B. Consideration and Possible Vote to Reconvene into Open Session

Motion was made by Commissioner Credle and seconded by Vice-Mayor Ellis to reconvene into Open Session at 7:52 P.M.

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

11. AGREEMENT(S)

(1) Consideration and Possible Action of the International Association of Firefighter, Local No. 1881, New Collective Bargaining Agreement for Fiscal Year 2022-2023 and Fiscal Year 2023-2024, and Authorize Mayor and City Manager to Execute the New Collective Bargaining Agreement

Motion was made by Commissioner Sjulín and seconded by Commissioner Plesher to approve the International Association of Firefighter, Local No. 1881, and new Collective Bargaining Agreement for Fiscal Year 2022-2023 and Fiscal Year 2023-2024, and authorize Mayor and City Manager to execute the new Collective Bargaining Agreement.

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

12. NEW BUSINESS

None

13. ADJOURN

Motion was made by Commissioner Credle and seconded by Commissioner Sjulín to adjourn from this meeting.

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