

**MINUTES OF A REGULAR MEETING OF THE MAYOR AND BOARD OF
COMMISSIONERS OF THE CITY OF ARDMORE, OKLAHOMA, HELD ON
JULY 5, 2022 AT 7:00 PM IN THE COMMISSION CHAMBERS**

Present:	Doug Pfau Sheryl Ellis	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 Pfau 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. APPROVE AGENDA – ORDER OF BUSINESS AND CONTENTS

Motion was made by Vice-Mayor Ellis and seconded by Commissioner Credle to approve the agenda with the change of Item 8. Consent Agenda to read City Commission not Authority.

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

6. APPROVE MINUTES

A. of the City Commission Regular Meeting held on June 20, 2022

Motion was made by Commissioner Sjulín and seconded by Commissioner Plesher to approve the regular minutes of June 20, 2022 as written.

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

7. PRESENTATION(S)

A. Presentation of Proclamation by Mayor Pfau to Teresa Ervin, Director of Parks and Recreation, Declaring July 2022 as "Parks and Recreation Month" in the City of Ardmore

Mayor Pfau presented a proclamation to Teresa Ervin, Director of Parks and Recreation, declaring July 2022 as "Parks and Recreation Month" in the City of Ardmore.

8. CONSENT

A. Consideration and Possible Action to Confirm Mayor and City Commissions Appointments to the Ardmore Main Street Authority to Serve First Three (3) Year Terms to be Molly Cantarella, Shana Hammond, Matthew Hoage, Julie Maher, Carrie Pfrehm, and to Serve a Second Three (3) Year Term to be Sherri Snyder with Terms to Expire in June of 2025

The Mayor and City Commissions confirmed the appointments to the Ardmore Main Street Authority to serve first three (3) year terms to be Molly Cantarella, Shana Hammond, Matthew Hoage, Julie Maher, Carrie Pfrehm, and to serve a second three (3) year term to be Sherri Snyder with terms to expire in June of 2025.

B. Consideration and Possible Action to Confirm Mayor and City Commissions Appointments to the Hardy Murphy Coliseum Trust Authority to Serve First Three (3) Year Terms to be Barry Antwine, Glenn Burns, and Daela Echols with Terms to Expire in June of 2025

The Mayor and City Commissions confirmed the appointments to the Hardy Murphy Coliseum Trust Authority to serve first three (3) year terms to be Barry Antwine, Glenn Burns, and Daela Echols with terms to expire in June of 2025.

C. Consideration and Possible Action to Confirm Mayor and City Commissions Appointment to the Historic Preservation Board to Serve a First Three (3) Year Term to be Kati Cain with Term to Expire in May of 2025

The Mayor and City Commissions confirmed the appointment to the Historic Preservation Board to serve a first three (3) year term to be Kati Cain with term to expire in May of 2025.

D. Consideration and Possible Action to Declare Information Technology Department Computers and Computer Equipment as Surplus and Disposed of in Accordance with City Code

The Information Technology Department requests approval to declare computers and associated computer equipment surplus and disposed of via Southern Oklahoma Regional Disposal. These items are outdated, obsolete and no longer used by the City.

E. Consideration and Possible Action to Declare Ardmore Public Library Furnishings and Equipment as Surplus and Disposed of in Accordance with City Code

The Ardmore Public Library requests approval to declare furnishings and associated equipment surplus and disposed of at Ok Iron and Metal, Southern Oklahoma Regional Disposal, or by donation.

F. Consideration and Possible Action to Consent to a Sublease Agreement between the Ardmore Development Authority, a Public Trust of the City of Ardmore and Small Business Aviation, Inc. for Purpose of Operating an Aircraft Fueling and Ground Handling Facility located within the Ardmore Industrial Airpark

The Sublease Agreement (Agreement) entered into is between the Ardmore Development Authority (Authority), a public trust of the City of Ardmore and Small Business Aviation, Inc. (Company) which will allow certain property to be subleased which is located within the Ardmore Industrial Airpark (Airpark), which property is encompassed within the Lease by the City of Ardmore, a consenting party to this Agreement to the Ardmore Development Authority of the Ardmore Industrial Airpark. The Authority desires to sublease the property to the Company for purpose of operating an aircraft fueling and ground handling facility at the Airport Terminal Building. The initial period of this Agreement will begin on January 1, 2022 and will continue for an initial term of ten (10) years, through December 31, 2031. The Sublease Agreement requires approval by the City Commission.

G. Consideration and Possible Action to Consent to Ardmore Main Street Authority's Sale and Transfer of Real Property located at 201 West Main to Jose Romo in the Amount of \$125,000.00 and Quit-Claim Deed

The Ardmore Main Street Authority requests the Ardmore City Commission consent to the sale and transfer of property to Jose Romo, the highest bidder in the amount of \$125,000.00 for property located at 201 West Main Street, Ardmore, Oklahoma.

H. Consideration and Possible Action for the Acceptance of a Temporary Drainage Easement Received from Community Activities, Inc. of Ardmore to be Utilized for Water, Sewer, Paving and Drainage Improvements at the Ardmore Downtown Executive Airport

The Temporary Drainage Easement is received from Community Activities Inc. of Ardmore. This easement will be utilized for water, sewer, paving and drainage improvements at the Ardmore Downtown Executive Airport.

I. Consideration and Possible Action for the Acceptance of a Permanent Easement Received from Community Activities, Inc. of Ardmore to be Utilized for Water, Sewer, Paving and Drainage Improvements at the Ardmore Downtown Executive Airport

The Permanent Easement is received from Community Activities Inc. of Ardmore. This easement will be utilized for water, sewer, paving and drainage improvements at the Ardmore Downtown Executive Airport.

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

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

9. REGULAR BUSINESS

A. PURCHASE(S)

- 1. Consideration and Possible Action for the Purchase of Three (3) iPlan Tables FM Workstations and Accessories for Fire, Engineering and Community Services from iProjectSolutions, LLC a Sole Source Provider in the Total Amount of \$41,980.00 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 that staff requests authorization to purchase three (3) iPlan Tables PM Workstations and accessories from iProjectSolutions, LLC for use by various City Departments. These units will allow citizens and City Departments to look at building plans in a digital format and reduce the need of multiple paper copies with different annotations floating around. Annotation and/or corrections can then be marked and transmitted in minutes instead of the time frame of days that is currently taking. When plans are delivered to the city the cost of construction documents can be prohibitively high with an average of \$3.60 a page. This system will keep them in a digital format and allow the quicker flow of information resulting in less confusion and decreasing unwanted delays using collaboration, mark-up and project management tools. Supply shortages in chips and systems has made implementation take a very long time. This process was started back in October 2021. The vendor is ready to start the build of the units marked for the City of Ardmore.

Motion was made by Vice-Mayor Ellis and seconded by Commissioner Sjulín to approve the purchase of three (3) iPlan Tables FM Workstations and accessories for Fire, Engineering and Community Services from iProjectSolutions, LLC a sole source provider in the total amount of \$41,980.00.

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

B. AGREEMENT(S)

1. Consideration and Possible Action of an Architect Agreement between the City of Ardmore and Corner Greer & Associates, Inc. for a New Fire Station Number 2 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

A presentation was made by Cary Williamson, Fire Chief, to the Commission. He stated that funding for construction of a new Fire Station Number 2 has been approved for the 2022/2023 fiscal year from GAPS Tax funds. Staff is very excited about this and is prepared to begin the process of making the new station a reality. This represents the first step in the process, the Architect Agreement. This agreement with Corner Greer & Associates Inc. has been reviewed and approved by the City Attorney and the City Manager and therefore staff is submitting to the Commission for approval.

Motion was made by Commissioner Plesher and seconded by Vice-Mayor Ellis to approve an Architect Agreement between the City of Ardmore and Corner Greer & Associates, Inc. for a new Fire Station Number 2.

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

2. Consideration and Possible Action of an Oklahoma Department of Transportation Agreement with Municipality for Landscaping and the Memorandum of Understanding by and between the City of Ardmore, Oklahoma Department of Transportation, and Ardmore Beautification Council, Inc. to Construct Landscaping on the Highway Right-of-Way located at Northbound I-35 at the Welcome to Ardmore Sign (Exit 31A) 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 Oklahoma Department of Transportation Agreement with Municipality for Landscaping and Memorandum of Understanding is by and between the City of Ardmore (City), Oklahoma Department of Transportation (ODOT) and Ardmore Beautification Council, Inc. (ABC). The Oklahoma Department of Transportation Agreement with Municipality is for the City to enter into an agreement with ODOT for purposes of providing certain landscaping amenities on state right of way generally located at Northbound I-35 at the Welcome to Ardmore sign (Exit 31A). Under the agreement the City is obligated to perform maintenance of the flag poles, and landscaping located on the right of way in accordance with the agreement with ODOT. The Memorandum of Understanding is for during the term of this agreement The Ardmore Beautification Council, Inc. agrees to be responsible for any required costs of maintenance of the flag poles and landscaping placed on the right of way of the City. The maintenance duties shall be the same as are enumerated in the agreement between City and ODOT.

Motion was made by Commissioner Credle and seconded by Commissioner Sjulín to approve an Oklahoma Department of Transportation Agreement with Municipality for Landscaping and the Memorandum of Understanding by and between the City of Ardmore, Oklahoma Department of Transportation, and Ardmore Beautification Council, Inc. to construct landscaping on the Highway Right-of-Way located at Northbound I-35 at the Welcome to Ardmore Sign (Exit 31A)

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

10. NEW BUSINESS

None

11. ADJOURN

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

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