

**MINUTES
OF
A REGULAR MEETING OF THE MAYOR AND BOARD OF COMMISSIONERS OF
THE CITY OF ARDMORE, OKLAHOMA, HELD ON AUGUST 3, 2020
AT 7:00 PM IN THE COMMISSION CHAMBERS**

Present:	Doug Pfau	Mayor
	Sheryl Ellis	Commissioner
	John Moore	Commissioner
	Martin Dyer	Commissioner
	J.D. Spohn	City Manager
	Lori Linney	City Clerk
Absent:	Beth Windel	Vice-Mayor

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

1. VIDEO CONFERENCE INSTRUCTIONS

2. CALL TO ORDER, BY THE MAYOR

Mayor Pfau called the meeting to order.

3. INVOCATION

The invocation was led by Robert Newell, Director of Information Technology.

4. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Commissioner Moore

5. ROLL CALL

The City Clerk called roll. All were present except Vice-Mayor Windel.

Mayor Pfau - In Person
Commissioner Dyer - In Person
Commissioner Ellis - In Person
Commissioner Moore - In Person

6. PRESENTATION

Presentation of a Community Update on COVID-19 by Mendy Spohn, Regional Administrator for Oklahoma State Department of Health

A presentation was made by Mendy Spohn, Regional Administrator for Oklahoma State Department of Health, of a community update on COVID-19.

7. APPROVE AGENDA – ORDER OF BUSINESS AND CONTENTS

Motion was made by Commissioner Dyer and seconded by Commissioner Ellis to approve the agenda as written.

Ayes:	Ellis, Moore, Dyer, Pfau
Nays:	None
Absent:	Windel

8. APPROVE MINUTES

A. of the City Commission Regular Meeting held on July 20, 2020

Motion was made by Commissioner Moore and seconded by Commissioner Ellis to approve the minutes of the City Commission Regular Meeting of July 20, 2020 as written.

Ayes:	Ellis, Moore, Dyer, Pfau
Nays:	None
Absent:	Windel

9. CONSENT

A. Consideration and Possible Action of a Waiver for Right of Way Construction or Occupancy Permit Fee for the Chickasaw Telephone Company to Install a New Service Drop located within the Ardmore Airpark

The Chickasaw Telephone Company proposes to install a new service drop at 753 Stafford Lane, Gene Autry, Oklahoma, for Dolese Brothers. The site is located within the Ardmore Airpark. The New service drop would proceed from the ODOT Hwy 53 right of way onto Stafford Lane at the south boundary of the Ardmore Airpark. Staff requests the Commission to approve the waiver of any right of way construction or occupancy permit fee for this work. The Chickasaw Telephone Company is required by the Corporation Commission to provide service in this area and no other company is so authorized.

B. Consideration and Possible Action of an Ardmore Downtown Executive Airport Ground Lease Agreement between the City of Ardmore and DeWayne Taylor for Tract 3

The Ground Lease Agreement is located at the Ardmore Downtown Executive Airport and is between the City of Ardmore and Lessee as follows:

DeWayne Taylor

Leased Premises: 1209 Executive Airport Drive, also known as Tract 3

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 February 1, 2020 and ends on January 31, 2030, with the option of two (2) additional five (5) year extensions.

C. Consideration and Possible Action of an Ardmore Downtown Executive Airport Ground Lease Agreement between the City of Ardmore and Scot Dillon for Tract 6

The Ground Lease Agreement is located at the Ardmore Downtown Executive Airport and is between the City of Ardmore and Lessee as follows:

Scot Dillon

Leased Premises: 1231 Executive Airport Drive, also known as Tract 6

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 February 1, 2020 and ends on January 31, 2030, with the option of two (2) additional five (5) year extensions.

D. Consideration and Possible Action of an Ardmore Downtown Executive Airport Ground Lease Agreement between the City of Ardmore and Julie and Mike Brady for Tract 7

The Ground Lease Agreement is located at the Ardmore Downtown Executive Airport and is between the City of Ardmore and Lessee as follows:

Julie and Mike Brady

Leased Premises: 1237 Executive Airport Drive, also known as Tract 7

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 February 1, 2020 and ends on January 31, 2030, with the option of two (2) additional five (5) year extensions.

E. Consideration and Possible Action of an Ardmore Downtown Executive Airport Ground Lease Agreement between the City of Ardmore and T & C Aviation, LLC for Tract 8

The Ground Lease Agreement is located at the Ardmore Downtown Executive Airport and is between the City of Ardmore and Lessee as follows:

T & C Aviation, LLC

Leased Premises: 1241 Executive Airport Drive, also known as Tract 8

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 February 1, 2020 and ends on January 31, 2030, with the option of two (2) additional five (5) year extensions.

F. Consideration and Possible Action of an Assignment Approval and Agreement between the City of Ardmore; Paul and Cynthia Waits, and Citizens Bank and Trust Company of Ardmore for Tract 14 located at the Ardmore Downtown Executive Airport.

The Assignment Approval and Agreement is between City of Ardmore; Paul and Cynthia Waits, and Citizens Bank and Trust Company of Ardmore. Paul and Cynthia Waits entered into a Ground Lease Agreement with the City of Ardmore to lease a tract of land located at the Ardmore Downtown Executive Airport known as Tract 14. Paul and Cynthia Waits desire to assign the subject lease to Citizens Bank and Trust Company of Ardmore, Oklahoma as security.

G. Consideration and Possible Action to Apply and Accept the 2020 FAA/CARES Act Grant for the Ardmore Downtown Executive Airport in an Amount Not to Exceed \$2,775,226.00

The City of Ardmore would like permission to apply for the 2020 Federal Aviation Administration (FAA) Grant 3-40-006-019-2020, in an amount not to exceed \$2,775,226.00, ninety percent (90%) of the project total. The federal grant funding for the Base Bid will be to Rehabilitate Runway 17-35, and Install LED Medium Intensity Runway Lighting (MIRL) for the Ardmore Downtown Executive Airport. If additional funding becomes available then Add Alternate Bids to reconstruct Partial Parallel Taxiway; Construct Concrete Connecting Taxiway; Removal of Asphalt Connecting Taxiway; installation of Runway 17, and 35 LED Runway End Identifier Lights could be accepted. Normally, there would be a ten (10%) match for the grant. However, the project will be funded by the FAA at 90% and the Coronavirus Aid, Relief, and Economic Security (CARES) Act will fund the 10% remaining balance. The grant will be awarded in September of 2020. Typically, there is not enough time to take the item before the City Commission for approval by the FAA's required time for acceptance. Therefore, it is recommended that a resolution be passed to accept the future grant in an amount not to exceed \$2,775,226.00. This will be the next item for the City Commission's consideration.

Motion was made by Commissioner Dyer and seconded by Commissioner Moore to approve Consent Agenda Items 9. A - G.

Ayes:	Ellis, Moore, Dyer, Pfau
Nays:	None
Absent:	Windel

10. REGULAR BUSINESS

A. RESOLUTION(S)

1. **Consideration and Possible Action of a Resolution to Accept a Grant from the FAA/CARES Act for the Rehabilitation of Runway/Lighting/Taxiway Project for the Ardmore Downtown Executive Airport in an Amount Not to Exceed \$2,775,226.00**

A presentation was made by Kevin Boatright, Assistant City Manager, to the Commission. He stated that the City of Ardmore anticipates receiving a grant from the Federal Aviation Administration (FAA) to rehabilitate Runway 17-35 to install Medium Intensity Runway Lighting (MIRL), and rehabilitate Partial Parallel Taxiway for the Ardmore Downtown Executive Airport. The FAA requires that the City adopt a resolution to accept the future grant, if offered, in an amount not to exceed \$2,775,226.00. There is no match requirement. The project will be FAA funded at 90% and the Coronavirus Aid, Relief Economic Security (CARES) Act will fund the 10% remaining balance.

Motion was made by Commissioner Moore and seconded by Commissioner Ellis to approve Resolution No. 4136.

Ayes: Ellis, Moore, Dyer, Pfau
Nays: None
Absent: Windel

2. Consideration and Possible Action of a Resolution Supporting Continued Participation in the Oklahoma Main Street Center Program

A presentation was made by J.D. Spohn, City Manager, to the Commission. He stated that the resolution is supporting the continued participation in the Main Street Center Program. The Oklahoma Main Street Center has been established by the Oklahoma Department of Commerce to assist small towns and cities to develop a public/private effort to revitalize their “Main Street” areas.

Motion was made by Commissioner Ellis and seconded by Commissioner Dyer to approve Resolution No. 4137.

Ayes: Ellis, Moore, Dyer, Pfau
Nays: None
Absent: Windel

B. AGREEMENT(S)

1. Consideration and Possible Action to Declare a Rooftop HVAC Unit (Serial No. P21100910D) and Miscellaneous Furnishings of the Ardmore Public Library as Surplus and Authorize Disposal of Said Property via OK Iron & Metal Company; Southern Oklahoma Regional Disposal Landfill, or by Donation

A presentation was made by Daniel Gibbs, Director of Ardmore Public Library, to the Commission. He stated that the Ardmore Public Library requests permission to declare a Trane 15-ton HVAC unit (Model No. YCD1818C4HGAA, Serial Number P21100910D) as surplus so it can be disposed of at OK Iron & Metal Company. This item is broke, has reached the end of its useful life, and is no longer serviceable. Also, the Ardmore Public Library requests permission to declare miscellaneous library furniture as surplus to be donated to a non-profit or disposed of at the Southern Oklahoma Regional Disposal Landfill.

Motion was made by Commissioner Dyer and seconded by Commissioner Ellis to approve to declare a rooftop HVAC Unit (Serial No. P21100910D) and miscellaneous furnishings of the Ardmore Public Library as surplus and authorize disposal of said property via OK Iron & Metal Company; Southern Oklahoma Regional Disposal Landfill, or by donation.

Ayes: Ellis, Moore, Dyer, Pfau
Nays: None
Absent: Windel

2. Consideration and Possible Action of Change Order No. 1 for the Regional Park Lift Station Expansion Project to Adjust the Contract Completion Date to October 15, 2020; Provide for Additional Pipe Work, and Increase the Contract Price in an Amount of \$23,148.78 for a Final Total Amount of \$662,488.78

A presentation was made by Thomas Mansur, City Engineer, to the Commission. He stated that the purpose of this item is to request the Commission's approval of a change order for the Regional Park Lift Station Expansion Project which provides for an extension of the contract time and payment for additional excavation related work. On September 16, 2019 the City Commission approved the award of the subject contract to Howard Construction in the amount of \$639,340.00. Commencement of the work was first delayed by the completion of a new electrical service to the station. Once that was completed staff was theoretically able to begin excavation; however meaningful work became impossible due to a series of rains which produced saturated soil conditions and prevented safe excavation next to the existing lift station and force main. As the excavation proceeded they uncovered the incoming 12-inch gravity sewer line and determined that an additional segment of the line was cracked and had to be replaced. Given the additional amount of excavation necessary to correct the sewer line issue, staff determined that it would be both prudent and economical to install a bypass segment at the inline comminutor in case of total power failure. This bypass line had previously been considered but removed for cost considerations. Change Order No. 1 is to adjust the contract completion date to October 15, 2020; provide for additional pipe work, and increase the contract price in an amount of \$23,148.78 for a final total amount of \$662,488.78.

Motion was made by Commissioner Moore and seconded by Commissioner Ellis to approve Change Order No. 1 for the Regional Park Lift Station Expansion Project to adjust the contract completion date to October 15, 2020; provide for additional pipe work, and increase the contract price in an amount of \$23,148.78 for a final total amount of \$662,488.78.

Ayes: Ellis, Moore, Dyer, Pfau
Nays: None
Absent: Windel

3. Consideration and Possible Action of an Agreement for Professional Services for the Air Evac EMS Hanger Project between the City of Ardmore and Torgerson Design Partners for Architectural and Engineering Services in an Amount of \$29,300.00 Plus Expenses

A presentation was made by Kevin Boatright, Assistant City Manager, to the Commission. He stated that the City of Ardmore intends to build a new hanger for the Air Evac EMS helicopter and the necessary personnel. The hanger currently used by Air Evac is a shared hanger; it is small and does not have living quarters inside the hanger. A separate mobile home has been placed adjacent to the hanger for living quarters. City staff has budgeted money in the current fiscal year to construct a new hanger with living quarters on the south end of the Ardmore Downtown Executive Airport. The professional services of an architect and engineer are needed for the project. Torgerson Design Partners out of Ozark, Missouri is the firm that Air Evac EMS uses for its hanger construction design needs. City staff has visited with Torgerson Design Partners regarding the scope of services and has subsequently received the agreement for architectural and engineering services to provide the construction documents needed to build the hanger.

Motion was made by Commissioner Ellis and seconded by Commissioner Dyer to approve an Agreement for Professional Services for the Air Evac EMS Hanger Project between the City of Ardmore and Torgerson Design Partners for architectural and engineering services in an amount of \$29,300.00 plus expenses.

Ayes:	Ellis, Moore, Dyer, Pfau
Nays:	None
Absent:	Windel

11. ADJOURN

Motion was made by Commissioner Dyer and seconded by Commissioner Ellis to adjourn from this meeting.

Ayes:	Ellis, Moore, Dyer, Windel, Pfau
Nays:	None