

MINUTES

**CITY OF WARR ACRES
REGULAR CITY COUNCIL MEETING
TUESDAY,
DECEMBER 18, 2012
6:00 P.M.**

1. The meeting was called to order at 6:00 p.m. Declaration of a quorum present was given. The Flag salute was led by Chief Koger and the Invocation was given by Mayor Woolley.

ROLL CALL

PRESENT

Mayor Patrick Woolley
Vice-Mayor Stewart Shapiro
Councilman Stephen Fuhrman
Councilman James Mickley
Councilwoman Cathy Maxey
Councilman William McClure
Councilman David Dirkschneider (arrived at 6:03 p.m.)
Councilwoman Jan Blake

ABSENT

Councilman Roger Godwin

STAFF PRESENT

Matthew Love, City Attorney
Roger Patty, Police Chief
Kenny Koger, Fire Chief
Pamela McDowell-Ramirez, City Clerk
Chris Wallace, City Engineer
Wiley Rice, Jr., City Planner

2. Presentation to the Putnam City High School Leadership class as Volunteers of the year. Presentation of Oklahoma Municipal League Honor Roll of Service to William Robertson and Glynn Greenhill.

The Mayor presented William Robertson and Glynn Greenhill with certificates and pins from OML. He then presented the two members of the Putnam City Leadership class with a certificate for being the volunteers of the year.

3. Call to the Public.

Roger Peters addressed the council on behalf of the Police department and Dispatchers thanking them for the employee recognition pay and told how much it meant to them. He stated that the candy at each of their places was a token of appreciation from the FOP.

He publicly thanks businesses for the donations that allowed them to help out three families with Christmas.

4. CONSENT DOCKET: (individual items may be deleted from the consent docket for discussion and action under #5.)
 - A. Approval of the minutes from the Regular meeting of November 20, 2012 and Special meeting of December 4, 2012. ****
 - B. Approval of Expenditures ****

General Fund	\$ 292,360.80
CIP Fund	\$ 16,067.00
 - C. Approval of Actual Expenditures for November 2012 and Proposed Expenditures for December 2012. ****
 - D. Sales Tax History Report. ****
 - E. Approval to appropriate \$88.60 to the police department from money from a closed bank account for explorer post#637.

Councilman Dirkschneider asked for item A and Councilman McClure asked for item D to be pulled and voted on separately.

Motion by Dirkschneider, second by Blake to approve items B, C, and E of the consent docket. Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

6. Discussion and possible action on items removed from the consent docket.

Item A. November 20, 2012.

Clerk Ramirez stated that she had discovered some errors in the minutes and had amended them.

Motion by Shapiro, second by Dirkschneider to approve the minutes as amended. Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

Item A. December 4, 2012.

Motion by Dirkschneider, second by Shapiro to approve the minutes. Poll vote: McClure, yea; Blake, yea; Dirkschneider, abstain; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed.

Item D. Sales Tax Report.

Councilman McClure asked about the report for the Hotel tax. Clerk Ramirez stated that she had not yet received the check for December so the amount had not changed from what was reported in November.

Motion by McClure, second by Dirkschneider to approve the Sales tax report. Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

7. Receive reports from Staff: Police Chief, Fire Chief, City Clerk, City Attorney, Public Works Director, City Engineer, and City Planner. *****

Chief Patty-there was a delay on getting OC gas but it worked out well because they ended up getting the gas gun for free.

Chief Koger-thanks for the recognition money and Merry Christmas.

Clerk Ramirez-thank you from all the non-contract employees for the recognition pay and Merry Christmas.

Attorney Love-Merry Christmas.

Engineer Wallace-updating maps and working with Planning Commission and City Planner. Work on the MacArthur intersections project and the overlay project, right of way work underway and legals are done. Merry Christmas.

Planner Rice-they now have map copies to work with. Merry Christmas and Happy New Year.

8. Final Public Hearing and possible action on a sign variance for an electronic message board for Okie Express Car Wash located at 3801 N MacArthur. *****

Motion by Dirkschneider, second by Shapiro to open the public hearing. Poll vote: McClure, yea; Godwin, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

Motion by Dirkschneider, second by Shapiro to close the public hearing. Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

Mike North and Stephen Holcolm were present to answer questions...they are the owners. The sign will be brick up to the message board. At their Car Wash they offer free vacuum system. There was a question about the lot being congested and they stated they have other locations all set up the same and they have not had any problems. The sign will not be flashing it will be a slow scroll so that people can read it.

Motion by Dirkschneider, second by Maxey to approve the sign variance. Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

9. Discussion and possible action on an engagement agreement for Crawford and Associates for financial consulting and reporting. ****

Motion by Shapiro, second by Blake to approve the agreement. Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

10. Discussion and possible action on a Contract with Matthew Love for City Attorney services for 2013. ****

Motion by Blake, second by Dirkschneider to approve the contract. Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

11. Discussion and possible action on a contract with Nathan Luke Simms for City Attorney/City Prosecutor services for 2013. ****

Motion by Blake, second by Dirkschneider to approve the contract. Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

12. Discussion and possible action on a contract with Smith Roberts Baldischwiler, LLC. for City Engineering services for 2013. ****

Motion by Blake, second by Mickley to approve the contract. Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

13. Discussion and possible action on a Resolution for Surface Transportation Program funding. ****

This resolution goes to ACOG to request funding for an overlay project on 50th between Hammond and Meridian.

Motion by Shapiro, second by Mickley to approve the Resolution. Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

14. Discussion and possible action on appropriation of the Use Tax for the third and fourth quarter in the amount of \$105,336.71 and authorization to pay OMRF, to pay down on the unfunded liability.

Motion by Blake, second by Dirkschneider to approve. Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

Item 16 was heard after item 14.

Item 15 was heard after item 22.

15. Discussion and possible action on how the council would like the new pay scale set up as far as step and percentage between steps.

Attorney Love explained that the current pay plan was adopted about six years ago and was already about two years out of date when adopted. The city has a problem in finding people to work because the starting pay is too low. He stated that the entry pay is off by about 12% and off by 0%-4% on the top. He said a one size all plan does not work. He said that the plan got 12% off because it was never looked at once it was approved. This is something that must be looked at every year. Step increases are not COLA's they are merit based raises. Currently the plan was adopted by Ordinance and it should not be, it should be done by Resolution it is not a law, it is an employment practice. They need to

make COLA adjustments annually. He explained what information he had gathered and asked how the council wanted him to proceed. Councilman Fuhrman stated he thought the steps should be a larger percentage at the beginning and taper off as the years go by spreading the steps out over more years. Councilman Shapiro stated he felt this would be demeaning to those that had stayed with the city long term. This plan once adopted will then be worked on further by adding bands for different types of licensing or training certificates. There are 5 people that are currently paid more than what the range for their position allows for so those 5 people will not get an increase until such time the top of the range goes above what they are making. Each position only rates a certain salary no matter how long an employee holds that same position and only changes if the market rate changes. There will be a special meeting on Friday, December 21st at 3:00 pm to discuss and possibly adopt a new pay plan.

Item 20 was heard after item 15.

Item 16 was heard after item 14.

16. Discussion and possible action on approval to order a 4X4 Tahoe for the Public Works Director off of State Contract. Purchase will be made in 2013 and is budgeted in the 2013 budget.

Motion by Mickley, second by Maxey to approve the purchase. Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

17. Discussion and possible action on approval of bid specs for a Street Sweeper and authorize the Public Works Director to advertise for bids. ****

The specs call for double steering wheels to allow them to get close to the curbs on either side. Councilman McClure asked how often it would be used and on what streets. He would like to see not only the major streets but also the side streets cleaned. He said that they need to keep it maintained, unlike the old one, and fully train the staff on how to use it.

Motion by Blake, second by Maxey to approve the specs and authorize the PWD to advertise for bids. Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

18. A Discussion and possible action on an Ordinance amending Title 5 Article G regarding hours of operation and regarding Alcoholic beverages and low-point beer served on premise. ****

Motion by Dirkschneider, second by Blake to approve the Ordinance (#1128). Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

B. Approval of the emergency clause.

Motion by Dirkschneider, second by Blake to approve the emergency clause. Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

19. A. Discussion and possible action on an Ordinance amending 6.08 by adopting a new section 095 regarding the confinement of dogs. *****

Motion by Dirkschneider, second by McClure to approve the Ordinance (#1129). Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

B. Approval of the emergency clause.

Motion by Dirkschneider, second by Blake to approve the emergency clause. Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

Item 20 was heard after item 15.

20. Questions and Comments from Council.

Blake-if you didn't attend the party at Councilman Fuhrman's home then you missed a great party, thank you Councilman Fuhrman. Merry Christmas.

Dirkschneider-We need to watch when there are major events that take place that could raise the taxes for a short time such as hail storms that lead to high volume roofing materials tax that will not continue. Merry Christmas.

McClure-Merry Christmas.

Maxey-Merry Christmas.

Mickley-Merry Christmas.

Fuhrman-at 57th and MacArthur they have vehicles for sale all the time. They need to do something about commercial vehicles on residential streets need to be limited and the parking of trailers also. Still need to do something about the dilapidated building at 50th and MacArthur changes to the ordinances maybe to fix parking lots. He feels there needs to be a committee to work on fixing the Ordinances. Attorney Love stated it would be a major undertaking and they would need to work on one title at a time.

Shapiro-Merry Christmas.

Woolley-Merry Christmas and thank you to the council for having great discussion and giving different views of the issues.

21. Any Old or New Business (“New Business”) is defined by the Open Meeting Act as any matter not known about or which could not have been reasonably foreseen prior to the time of posting of the agenda of a (“surprise nature”).

Moot.

Item 22 was heard after item 19.

22. Discussion and possible action to approve a Certificate and Municipal Order to the County Clerk and County Treasurer.

Motion by Shapiro, second by Blake to approve the Certificate. Poll vote: McClure, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea; and Woolley, yea.

Motion Passed Unanimously.

Item 15 was heard after item 22.

23. Adjournment.

Motion by Blake, second by Mickley to adjourn. Poll vote: McClure, yea; Dirkschneider, out during vote; Blake, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea; and Woolley, yea.

Motion Passed Unanimously.

The meeting was adjourned at 8:25 p.m.

Respectfully submitted,

Pamela McDowell-Ramirez
City Clerk

MINUTES

**CITY OF WARR ACRES
PUBLIC WORKS AUTHORITY MEETING
TUESDAY
DECEMBER 18, 2012**

6:00 p.m.

(Immediately following completion of the regularly scheduled City Council meeting)

1. The meeting was called to order at 8:25 p.m. Declaration of a quorum present was given.

ROLL CALL

PRESENT

Chairman Patrick Woolley
Vice-Chair Stewart Shapiro
Trustee Stephen Fuhrman
Trustee Cathy Maxey
Trustee James Mickley
Trustee Bill McClure
Trustee David Dirkschneider
Trustee Jan Blake

ABSENT

Trustee Roger Godwin

2. Approve the minutes of the Warr Acres Public Works Authority Meeting of November 20, 2012. ****

Motion by Shapiro, second by Fuhrman to approve the minutes. Poll vote: McClure, yea; Blake, yea; Dirkschneider, out during vote; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

3. Approve payment of claim in the amount of \$58,943.92 to the Bethany-Warr Acres Public Works Authority for the Warr Acres portion of the Joint Trust and Bond Retirement for the month of November, 2012.

Motion by McClure, second by Shapiro to approve the payment. Poll vote: McClure, yea; Blake, yea; Dirkschneider, out during vote; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

4. Approval of payment of claims for the Sewer department. ****

Motion by McClure, second by Dirkschneider to approve the payment of claims. Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, out during vote; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

5. Adjournment.

Motion by Blake, second by Dirkschneider to adjourn. Poll vote: McClure, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Mickley, yea; Shapiro, out during vote; Fuhrman, yea; and Woolley, yea.

Motion Passed Unanimously.

The meeting was adjourned at 8:27 p.m.

Respectfully submitted,

Pamela McDowell-Ramirez
City Clerk

MINUTES

CITY OF WARR ACRES
SPECIAL
ECONOMIC DEVELOPMENT AUTHORITY MEETING
TUESDAY
DECEMBER 18, 2012
6:00 p.m.

(Immediately following completion of the regularly scheduled City Council and Public Works Authority meetings)

1. The meeting was called to order at 8:27 p.m. Declaration of a quorum present was given.

ROLL CALL

PRESENT

Chairman Patrick Woolley
Vice-Chair Stewart Shapiro
Trustee Stephen Fuhrman
Trustee Cathy Maxey
Trustee James Mickley
Trustee Bill McClure
Trustee David Dirkschneider
Trustee Jan Blake

ABSENT

Trustee Roger Godwin

2. Approve the minutes of the Economic Development Authority meeting of October 16, 2012. ****

Motion by Blake, second by Dirkschneider to approve the minutes. Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, out during vote; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

3. Approval of payment of claims for Economic Development. ****

Motion by Dirkschneider, second by Blake to approve the payment of claims. Poll vote: McClure, yea; Blake, yea; Dirkschneider, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea and Woolley; yea.

Motion Passed Unanimously.

4. Adjournment.

Motion by Blake, second by Fuhrman to adjourn. Poll vote: McClure, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Mickley, yea; Shapiro, yea; Fuhrman, yea; and Woolley, yea.

Motion Passed Unanimously.

The meeting was adjourned at 8:29 p.m.

Respectfully submitted,

Pamela McDowell-Ramirez
City Clerk