

MINUTES

**CITY OF WARR ACRES
REGULAR CITY COUNCIL MEETING
TUESDAY
FEBRUARY 21, 2012
6:00 P.M.**

1. The meeting was called to order at 6:02 p.m. Declaration of a quorum present was given. The Flag salute was led by Asst. Chief Stephen Coy and the Invocation was given by Mayor Woolley.

ROLL CALL

PRESENT

Mayor Patrick Woolley
Vice Mayor Stewart Shapiro
Councilman Blayne Allsup
Councilwoman Cathy Maxey
Councilman Roger Godwin
Councilman William McClure
Councilwoman Jan Blake
Councilman David Dirkschneider

ABSENT

Councilman Doug Davis

STAFF PRESENT

Matthew Love, City Attorney
Roger Patty, Police Chief
Stephen Coy, Asst. Fire Chief
Mike Turman, Public Works Director
Pamela McDowell-Ramirez, City Clerk

2. Presentation of a 25 year service pin to Deputy Chief Hugh Osborn a 10 year service pin to Officer Darryl Goodman and a 5 year pin to Officer Kelly Taylor.

The Mayor presented Deputy Chief Osborn, Officer Goodman and Officer Taylor with their service pins and said a few words about each and their service to the city.

3. Call to the Public.

Moot.

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 December 20, 2011 and January 17, 2012. ****
- B. Approval of Expenditures ****

General Fund	\$ 139,551.80
CIP Fund	\$ 7,003.30
- C. Approval of Actual Expenditures for January 2012 and Proposed Expenditures for February 2012. ****
- D. Sales Tax History Report. ****

Item A was pulled so the minutes could be voted on separately.

Motion by Shapiro, second by Dirkschneider to approve items B, C and D of the Consent Docket. Poll vote: McClure, yea; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

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

Item A. Minutes December 20, 2011.

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

Motion Passed.

Item A. Minutes January 17, 2012.

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

Motion Passed.

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

Chief Patty-told the council that they had received the DigiTech and they are currently training on them.

Asst. Chief Coy-the department has been doing training, search and rescue and extension ladder training.

PWD Turman-told the council that the Twin Lakes Dam work that OKC was doing is complete, work continues on the City Hall Energy Efficiency project, the Community Center Energy Efficiency project is complete. He said they are in the design phase of the Animal Control Shelter and it will be located at 53rd and Hammond for easy access. The Mayor thanked Councilwoman Blake for bringing a gentleman in that builds metal buildings. They are working on having the lines put underground at 50th and MacArthur for that project, but they will move them at their cost but burying them will be a cost to the city. They are looking to get on the ACOG list for an overlay project for 50th.

Item 7 was heard after item 12.

7. Discussion, presentation and possible action on a Capital Improvement Plan from ACOG. *Dirkschneider*

The Mayor thanked Councilman Dirkschneider for the time he spends serving on the ACOG boards. Councilman Dirkschneider said that this Capital Improvement They have done 18 CIP plans for local communities. It can be broken down into three areas. First is inventory; they go out and inventory everything the city owns, this way the city knows what all they have. Then they map everything so the city knows where everything is and all the information about the item. Once the city has all the information then they can prioritize. He said that the city would always have access to the mapping information. They can do it in phases; it does not have to all be done at once. They have the information and the city can download the information to take out in the field. It helps you to know what you are going to need money for each year by knowing how old the equipment is and when it will need to be replaced. If the city is looking at doing a sewer project then the info about the lines can be pulled up and given to the engineer. The city would have to call up Ken and ask for the information and he would provide it to the engineer. Councilman Dirkschneider said that everyone he has talked to that had done this recommends it and says it had really changed things for their city. He said he likes that it would allow the city to know when everything will need to be replaced and how much money they will need. The inventory would be done by the city and the staff would give Ken the life expectancy of the items. Councilwoman Maxey asked how much it would run and Ken told her it would depend on what the city wanted done. Clerk Ramirez asked about only doing the streets or the sewers since the city departments already do inventories and know what they have and when it needs replacement. Ken stated that it would be better to do the Sewer system, storm and streets all together. He said DEQ is really starting to crack the whip on getting the storm systems mapped and when doing the storm is best to do the sewer systems at the same time and then of course you need to do the streets so you have the names. Councilman Dirkschneider stated that the question was raised about the cost and they were not dodging the question, but if the council is interested they can research it more there is just so much that can be done. The Mayor had Millie do an income survey to see if the city could qualify for a grant to do this but we did

not qualify because the incomes were too high. He said it is not cheap because it takes a lot of time to get it set up so is more expensive to start than it is to maintain. Ken said Del City was a 2200 hour job, but it is a lot of team work. Councilman Dirkschneider stated that it will take the staff being willing to help out, Ken can not do it by himself. The Mayor asked again about how many hours it would take for Warr Acres, he thought he remembered something about a year to a year and a half. Ken stated that he had the old paperwork that was first quoted and it was around \$70,000. The Mayor stated that he was thinking it was \$70-\$80,000. The Mayor then asked how much it would cost to maintain, get copies and downloads and keep updated. Ken told him it would depend how active the city wanted to be with the information, basically just covering cost. Councilman Dirkschneider stated he thought that once it was set up that the city staff could go in and keep it updated. Ken stated that they could, however, the software he uses is very expensive and complicated and could be messed up and if you consider the cost of training the employees and keeping licenses updated would probably be better to just have him do it all. The information is downloadable so that it can be used to locate a sewer line. Councilman Shapiro asked Ken if there was a back up to him and Ken stated that no it was only him. Doug stated that if the day would come that Ken could not do it, he believes they have the staff that could take care of it. Attorney Love asked how they bill for the work if it is by the hour so that the council could have some idea what the financial obligation would be. Ken stated that they would have to determine what all work would be done with a not to exceed. Rex and Councilman Dirkschneider stated that they are not trying to make money they are trying to provide a service so they only charge enough to cover cost. The Mayor stated that he would have the staff go over everything and determine what would be beneficial and then they can get a cost to bring back to council.

No Action was taken.

8. Final Public Hearing, discussion and possible action on a Special Use Permit for a Nationally recognized lodge hall and/or fraternal organization has applied to operate in C-1 Zoning, which requires recommendation and approval by the City Council. (Planning Commission recommended approval with stipulations)

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

Motion Passed Unanimously.

Planning Commission Chairman Bob Wehba told the council that some Planning Commissioner had things they wanted as stipulation on the approval. They wanted more handicapped parking, fencing, the Lodge to obtain their liquor license from the ABLE commission and the city before serving any alcohol and lighting should not bother the neighbors. There was also a request that the

signage have Warr Acres on it. Tammy Moore, president of the lodge stated that was a little more difficult and they would have to go to the national for permission but they would take a while but they had no problem in doing it. The Mayor asked if there was anyone that wished to speak on this item and no one did.

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

Motion Passed Unanimously.

Motion by Shapiro, second by Dirkschneider to approve the Special Use Permit with no stipulation. Poll vote: McClure, yea; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

The council took a three minute recess to take a picture. They recessed at 7:43 p.m. and reconvened at 7:46 p.m.

9. Discussion and possible action to approve sending Sgt. John Gray to the National Gang Investigators conference in Las Vegas, NV, March 5-9. There is no cost to the city all expenses are paid by the Oklahoma Gang Investigators conference.

Motion by Godwin, second by Blake to approve sending Sgt. Gray to Las Vegas. Poll vote: McClure, yea; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

10. Discussion and possible action on sending to City Clerk Personnel to USTI User Forum in Dallas, April 19th and 20th. The cost would be approximately \$1,100 which is budgeted in the City Clerk's budget.

Motion by Blake, second by Shapiro to send two employees to the USTI User Forum. Poll vote: McClure, yea; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

11. Discussion and possible action on approval of the contract with SRB.

This item was pulled from the agenda.

Item 12 was heard before item 7.

12. Discussion and possible action on either hiring a web master or shutting down the Warr Acres Web Site. (Blake)

Councilwoman Blake said that she has had lots of complaints from people about the web site not having current information on it and lots of old news. She said that she had a lady that would have worked on the web to keep it up to date but she did not get a go ahead. Councilwoman Maxey said that she has never had any calls. Councilman Shapiro stated that he has not had calls either and sees no problem with the web site. Attorney Love stated that the site can not be shut down because it is by Ordinance that the city have a web site. Councilman Shapiro said he was embarrassed that this item was on the agenda. No action was taken on this item.

13. A. Discussion and possible action on an Ordinance regarding Fair Housing. * Vance * ****

Attorney Love stated that ODOC requires cities to have a Fair Housing Ordinance in order for them to receive CDBG grant money. It was overlooked when the city did the last grant but must have it for future grants.

Motion by Shapiro, second by Dirkschneider to approve the Ordinance (#1119).
Poll vote: McClure, yea; Godwin, nay; Dirkschneider, yea; Blake, abstain;
Maxey, yea; Shapiro, yea; Allsup, nay; and Woolley, yea.

Motion Passed Unanimously.

- B. Approval of the emergency clause.

Motion by Dirkschneider, second by Shapiro to approve the emergency clause.
Poll vote: McClure, yea; Godwin, nay; Dirkschneider, yea; Blake, abstain;
Maxey, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

14. A. Discussion and possible action on an Ordinance regarding Fire Probationary Employee pay. *Koger/Love* ****

Attorney Love stated that they corrected the problem for the Probationary Police Officers last year and meant to take care of the Firefighters at the same time but it did not get done. Currently there is a large jump in pay when going from Rookie pay to first step as a Firefighter.

Motion by Shapiro, second by Maxey to approve the Ordinance (#1120). Poll vote: McClure, yea; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

- B. Approval of the emergency clause.

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

Motion Passed Unanimously.

15. A. Discussion and possible action on an Ordinance pertaining to the duties of the Planning Commission. (Planning Commission recommended approval) * Love * ****

Attorney Love stated that this proposed change came about when the Inspector requested clarification from the Planning Commission on an issue. As everyone knows staff can not be directed by council or commission but this would allow them to consult the commission.

Motion by Godwin, second by Dirkschneider to approve the Ordinance (#1121).
Poll vote: McClure, yea; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

- B. Approval of the emergency clause.

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

Motion Passed Unanimously.

16. Discussion and possible action concerning contract negotiations for FY 2012 with IAFF Local #2374, and the City of Warr Acres, including discussion and action on entering into Executive Session as allowed under 25 O.S. Supp. 307 (B)(2), discussion negotiations concerning employees and representatives of employee groups. *Love*

Motion by Godwin, second by Dirkschneider to enter into executive session. Poll vote: McClure, yea; Godwin, yea; Dirkschneider, yea; Blake, nay; Maxey, yea; Shapiro, out during vote; Allsup, yea; and Woolley, yea.

Motion Passed.

The council took a 10 minute recess at 8:02 p.m. and then entered into executive session at 8:12 p.m.

The council returned to open session at 8:38 p.m. With no action taken.

17. Questions and comments from Council.

Councilman Shapiro-said that he is concerned about security at City Hall. He said that the codes on the doors should only be given to those working in City Hall the Police and Fire. All others should enter at the front and be announced to whomever they are there to see before being let in the door. He would like to see a card system put into effect. He also stated that councilmembers did not need to be speaking with employees; in the past they have managed to run employees off and that is why there was a memo sent out under previous administration that before they could speak to an employee they had to discuss it with the Mayor. He was also upset that there is confidential information being discussed with persons outside the council. He said that he was impressed with the way Bob Wehba conducts the Planning Commission meetings and keeps things moving. He said the city has the best Police and Fire responses and the city staff is excellent and everyone is working to improve the city. He has been around for 10 years serving now and the city has experienced many changes and they are growing and moving forward.

Mayor Woolley-stated that there was a serious situation take place that made him concerned about the security of staff. He is changing the code and no one is to have it except staff. He is looking at other ways to secure the building also. He thanked all the council for the time they put in working to make the city better.

Councilman McClure-said the city needs to take a serious look at sewer rates and do something.

Councilman Godwin-said he was happy that he would be serving for two more years.

Councilman Dirkschneider-told the council that ACOG has started a new program for Economic Development Districts and will be offering grants so there will be an opportunity for the city to apply for money.

Councilwoman Blake-announced that recycling would be March 3rd and 4th.

18. 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.

19. Adjournment.

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

Motion Passed Unanimously.

The meeting was adjourned at 8:57 p.m.

Respectfully submitted,

Pamela McDowell-Ramirez
City Clerk

MINUTES

CITY OF WARR ACRES
PUBLIC WORKS AUTHORITY MEETING
TUESDAY
FEBRUARY 21, 2012
6:00 p.m.

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

1. The meeting was called to order at 8:57 p.m. Declaration of a quorum present was given.

ROLL CALL

PRESENT

Chairman Patrick Woolley
Vice-Chair Stewart Shapiro
Trustee Blayne Allsup
Trustee Jan Blake
Trustee David Dirkschneider
Trustee Roger Godwin
Trustee Bill McClure
Trustee Cathy Maxey

ABSENT

Trustee Doug Davis

2. Approve the minutes of the Warr Acres Public Works Authority Meeting of January 17, 2012. ****

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

Motion Passed.

3. Approve payment of claim in the amount of \$60,800.43 to the Bethany-Warr Acres Public Works Authority for the Warr Acres portion of the Joint Trust and Bond Retirement for the month of January, 2012.

Motion by Dirkschneider, second by Godwin to approve the payment. Poll vote: McClure, yea; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

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

Motion by Dirkschneider, second by Blake to approve the claims. Poll vote: McClure, yea; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

5. Adjournment.

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

Motion Passed Unanimously.

The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Pamela McDowell-Ramirez
City Clerk