

MINUTES

**CITY OF WARR ACRES
REGULAR CITY COUNCIL MEETING
TUESDAY
MARCH 15, 2011
6:00 P.M.**

1. The Mayor called the meeting to order at 6:02 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

ABSENT

Mayor Patrick Woolley
Vice Mayor Stewart Shapiro
Councilman Blayne Allsup
Councilman David Dirkschneider (entered the meeting at 6:10 p.m.)
Councilwoman Jan Blake
Councilman Roger Godwin
Councilwoman Virginia Simmons
Councilman Doug Davis
Councilwoman Cathy Maxey

STAFF PRESENT

Matthew Love, City Attorney
Roger Patty, Police Chief
Kenny Koger, Fire Chief
Mike Turman, Public Works Director
Pamela McDowell-Ramirez, City Clerk
Scott Barrett, City Engineer
Wiley Rice Jr., City Planner

2. Discussion and possible action on appointing a Vice-Mayor and swearing in.

The Mayor stated that a couple of meetings back he asked the council to accept Stewart Shapiro as his choice for Vice-Mayor to replace Nancy Olson. Now that the new council has been seated they need to name a Vice-Mayor again and he would still like it to be Stewart Shapiro.

Motion by Blake, second by Godwin to appoint Councilman Stewart Shapiro to Vice-Mayor. Poll vote: Simmons, yea; Godwin, yea; Blake, yea; Maxey, yea; Davis, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

Councilman Dirkschneider entered the meeting at 6:10 p.m.

3. Call to the Public.

Jill McCartney with the Northwest Chamber told the council that they were preparing a map of the Northwest metro that would feature Bethany and Warr Acres. She stated that they are asking both cities to purchase advertising on the map to promote each city. She stated that Warr Acres could purchase 3 sections at a cost of \$2,500 or 2 sections for \$2,000. She said individual business could advertise for \$250 for a business card size ad.

4. Presentations of a 25 year service pin to Fire Captain Dennis Robertson and a 30 year service pin to Fire Captain David Bryant.

The Mayor presented David Bryant with his 30 year pin and thanked him for his service.

5. CONSENT DOCKET: (individual items may be deleted from the consent docket for discussion and action under #6.)

A. Approval of the minutes from the Regular meeting of February 15, 2011. ****

B. Approval of Expenditures 2011 ****

General Fund	\$	121,186.36
CIP Fund	\$	3,403.80
Sewer Line	\$	150,050.70

C. Approval of Actual Expenditures for February 2011 and Proposed Expenditures for March 2011. ****

D. Sales Tax History Report. ****

E. Approval to surplus equipment per list attached from Chief Koger. ****

Item A was pulled.

Motion by Shapiro, second by Dirkschneider to approve B, C, D and E of the consent docket. Poll vote: Simmons, yea; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Davis, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

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

Item A.

Motion by Dirkschneider, second by Shapiro to approve item A. Poll vote: Simmons, abstain; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Davis, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed.

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

Chief Patty stated that even with all the snow the officers were able to keep up the citations. He reported over the last 90 days Warrant Officer Vickers has collected \$58,290 and the city has paid him \$6,235 which is minimum wage plus 10% of what he collected. At six months the council will need to decide weather to continue the warrant program.

Chief Koger stated that due to the snow the response times were a little slow for February.

Clerk Ramirez apologized for getting the agenda out late due to on going computer issues and apologized to Councilwoman Maxey for not getting the page numbers on the agenda due to rush to get the agenda out. She told Councilman Dirkschneider that at this time she does not have the capability to email him the agenda. Clerk Ramirez announced to everyone that the deadline for agenda item submittal is the Monday of the week prior to the council meeting by 5:00 p.m. This is so that she has plenty of time to gather all information for the agenda packet.

Attorney Love stated that legislation was working its way through on union negotiations.

PWD Turman told the council that CEO Greenwood had collected \$12,000 on weed abatements. Big trash pickup will be in April, no tires or chemicals will be picked up. He said the street department is working on street pavement preservation by sealing the cracks. The sewer rehab project has completed 20 of the manholes and 2 back up generators have been installed, they are still waiting on the pumps.

Engineer Barrett stated the Energy bids came in and were way over budget. They will re-evaluate the bids and the plans. He said the geothermal is extremely expensive. They may have to re-bid or change the plans but will have to check with DOC. Plans for MacArthur 36th to 47th have been turned in to ODOT as well as the plans for 47th to 50th intersection. The ODOT plan review will be April 5th. The Mayor stated that the city has Federal money for the projects in the amount of \$900,000 for the intersection project. The city will have to pay for the right-of-

ways and engineering fees. The 36th to 47th project will be 80/20 split from feds in 2012. The city will have to pay the engineering, plans and right-of-ways. In 90 days the city should know how much the right-of-ways will cost. The utilities will have to be relocated. The Mayor stated they have to do MacArthur, it is the Main Street of Warr Acres and we have to keep the businesses.

Planner Rice stated that the committee is working on policy documents and zoning maps to keep solid neighborhoods and solid business areas. They do not want to cause problems for the homeowners that back up to businesses on MacArthur. They are looking at all opportunities and they have to know the difference between a plan map and a zoning map.

8. Discussion and possible action on a supplemental appropriation of un-appropriated funds from the Reserve for Capital Replacement Fund and approval to purchase two trailers in the amount of \$7,216. *****

The Mayor stated that the contractor doing the Sewer rehab project was using the back of the city lot to store their trailer. One evening someone stole two city trailers and one of the contractor's trailers. Insurance will pay on the city trailers but only after 30 days. The street department needs to get these replaced as soon as possible.

Motion by Shapiro, second by Blake to approve the purchase and appropriation. Poll vote: Simmons, yea; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Davis, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

9. Discussion and possible action on approval of bid specs for a Jetter Trailer and authorize the Public Works Director to advertise for bids. *****

PWD Turman stated that the jetter is mounted on a trailer and needs major repairs. They do preventive jetting of lines that have had problems in the past to keep from having more problems and also every time there is a backup they must jet the line to clear the backup. The Mayor stated that the city must have one that is reliable when it is needed.

Motion by Blake, second by Dirkschneider to approve the bid specs and advertise for bids. Poll vote: Simmons, yea; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Davis, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

10. Discussion and possible action on purchasing a Chevrolet ¾ ton Crew Cab 4WD Truck from state bid, to be used to pull the Jetter Trailer. *****

Mayor Woolley stated that the truck that currently pulls the jetter/trailer is old and needs replaced. He said the new one will be able to pull the new jetter/trailer and also be used to plow the streets when it snows. PWD Turman said the truck is a 1991, the one he is requesting is on state contract and will be capable of hauling the 1200 lb jetter.

Motion by Blake, second by Maxey to approve the purchase from state contract. Poll vote: Simmons, yea; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Davis, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

11. Discussion and possible action to authorize the Mayor to execute a contract with TechRadium for IRIS Mass Notification System. *Koger* ****

This will allow the city to contact all the residents within a few minutes warning them of sever weather, important city news, or any other information deemed necessary. The database is uploaded.

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

Motion Passed Unanimously.

12. Discussion and possible action on paying Interra Hydro for additional flow monitoring in the amount of \$9,200. *Barrett* ****

Engineer Barrett gave a history stating that a couple of years ago DEQ placed the city under a consent order. The city had to determine where the storm water was entering the sanitary sewer system. January 2010 they started the inflow/infiltration study and there was not enough rain to get a good reading so they extended the time the monitors were in the line. They had been told to take the monitors out, but they could not get here to take them out and in the mean time they got the rain that was needed for the report. Since there has not been a change order on this extra time then the city can not pay. He told the council that he would get a change order on the next agenda. He also told that the results of the study will be used for future projects.

13. Discussion and possible action on awarding the bid to Del-Ton, Inc for the purchase of AR15 Semi-Automatic Rifles, and authorize the Police Chief to purchase said rifles. These were budgeted for in CIP in the amount of \$10,200. ****

Chief Patty stated that they received 3 bids and the best was from Del-Ton at \$550 each for 10 and get one free. All the bids met the specs. Lt. Berger told the

council that Del-Ton has everything they need and nothing they don't. The other companies had extras added in. He has personally tested these rifles and was impressed. He said they were good quality, best price and meet military specs.

Motion by Shapiro, second by Dirkschneider to award the bid to Del-Ton and authorize the Chief to purchase the rifles. Poll vote: Simmons, yea; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Davis, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

14. Discussion and possible action on approval of an engagement letter with HBC CPA's for the FY 2010 audit. ****

Motion by Blake, second by Shapiro to approve the engagement letter. Poll vote: Simmons, yea; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Davis, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

15. Discussion and possible action on a Resolution to adopt a new Policy 509.6 relating to compensation for employees during work days where City Hall is closed due to inclement weather. ****

Attorney Love told the council this Resolution comes from the discussion last month on the issue of snow days. He said that most cities have policies for non-essential personnel that do not come to work. He stated that the affective date is for January 1st, 2011, retro just like has been done with the health insurance in the past. He said the employees will be paid when city hall shuts down and anyone that comes in will get comp time at a rate of ½ an hour for each hour worked. Some council questioned why the employee should receive their time back with the affective date being January 1st. Clerk Ramirez stated that in the nearly 20 years she has worked for the city this was the first time that the employees had been made to use vacation or comp days for the days that the city was closed. Some employees already had time scheduled off for spring break vacations and a couple have had medical issues that now have lost 24 hours of their time to snow days. Councilwoman Blake said it should be retro that the employees should not be penalized. The Resolution wording was changed to read as an Inclement Weather Policy and changed from non-essential personnel to personnel required to report to work.

Motion by Shapiro, second by Godwin to approve the Resolution (#462) with the affective date of January 1, 2011, change to Inclement Weather Policy and from non-essential personnel to personnel required to report to work. Poll vote: Simmons, yea; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Davis, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

16. Questions and comments from Council.

Blake-the last recycle day was really cold. Landfill cost is \$150,000 a year if people would recycle those cost could be brought down. Chief Patty is working on getting a box for the drop-off of prescription drugs.

Dirkschneider-wants the city to do an economic plan like Oklahoma City does.

Simmons-contacted OBN and the box for the prescription drugs will be delivered soon. She said that she would like to recycle and asked if there was another way to do it than taking it to the center because she can not lift heavy stuff.

Mayor-said his dear friend and former councilmember wanted a flag for the city so he offered a design for a flag. He announced that on April 3rd Walgreens at 39th and MacArthur will hold a Health fair.

17. Discussion and possible action concerning contract negotiations for FY 2011 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 Blake, second by Shapiro to enter into executive session. Poll vote: Simmons, yea; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Davis, yea; Shapiro, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

The council entered executive session at 8:02 p.m.

Councilman Shapiro left the meeting at 8:15 p.m.

The council returned to open session at 8:39 p.m. With no action taken.

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 Godwin to adjourn. Poll vote: Simmons, yea; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Davis, yea; Allsup, yea; and Woolley, yea.

Motion Passed Unanimously.

The meeting was adjourned at 8:41 p.m.

Respectfully submitted,

Pamela McDowell-Ramirez
City Clerk

MINUTES

**CITY OF WARR ACRES
PUBLIC WORKS AUTHORITY MEETING
TUESDAY
MARCH 15, 2011
6:00 p.m.**

1. The meeting was called to order at 8:41 p.m. Declaration of a quorum present was given.

ROLL CALL

PRESENT

ABSENT

Chairman Patrick Woolley
Trustee Jan Blake
Trustee David Dirkschneider
Trustee Roger Godwin
Trustee Virginia Simmons
Trustee Cathy Maxey
Trustee Doug Davis
Trustee Blayne Allsup

Vice-Chair Stewart Shapiro

2. Approve the minutes of the Warr Acres Public Works Authority Meeting of February 15, 2011. ****

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

Motion Passed.

3. Approve payment of claim in the amount of \$62,177.87 to the Bethany-Warr Acres Public Works Authority for the Warr Acres portion of the Joint Trust and Bond Retirement for the month of February, 2011. ****

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

Motion Passed Unanimously.

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

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

Motion Passed Unanimously.

5. Adjournment.

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

Motion Passed Unanimously.

The meeting was adjourned at 8:43 p.m.

Respectfully submitted,

Pamela McDowell-Ramirez
City Clerk

MINUTES

**CITY OF WARR ACRES
SPECIAL
ECONOMIC DEVELOPMENT AUTHORITY MEETING
TUESDAY
MARCH 15, 2011
6:00 p.m.**

1. The meeting was called to order at 8:43 p.m. Declaration of a quorum present was given.

ROLL CALL

PRESENT

ABSENT

Chairman Patrick Woolley
Trustee Jan Blake
Trustee David Dirkschneider
Trustee Roger Godwin
Trustee Virginia Simmons
Trustee Cathy Maxey
Trustee Doug Davis
Trustee Blayne Allsup

Vice-Chair Stewart Shapiro

2. Approve the minutes of the Economic Development Authority meeting of July 20, 2010. ****

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

Motion Passed.

3. Discussion and possible action to have printed an updated version of the Travel Around Warr Acres directories.

All the information in the directories has been updated. They would like to get enough printed to send one to every house in the city. Trustee Maxey asked if they could have a more professional cover and a better map inside. They will see about finding someone to do the cover. Chairman Woolley stated that basically two people have worked on this in the past and that was Jan Blake and Dean Johnson. The entire council makes up the board of trustee for the Economic

Development and they need to make plans for the future and develop what they have.

4. Adjournment.

Motion by Godwin, second by Dirkschneider to adjourn. Poll vote: Simmons, yea; Godwin, yea; Dirkschneider, yea; Blake, yea; Maxey, yea; Davis, 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