

**MINUTES**

CITY OF WARR ACRES  
REGULAR CITY COUNCIL MEETING  
TUESDAY,  
NOVEMBER 20, 2018  
6:00 P.M.

1. The meeting was called to order at 6:04 p.m. Declaration of a quorum present was given. The Flag salute was led by Chief Coy and the Invocation was given by Mayor Mickley.

**ROLL CALL**

**PRESENT**

**ABSENT**

Mayor James Mickley  
Vice-Mayor John Knipp  
Councilman Roger Godwin  
Councilman Bo Broadwater  
Councilman Patrick Woolley  
Councilman Mike Schmidt  
Councilwoman Kim Allsup  
Councilman Glenn Lipinski  
Councilman Donnie Ryan

**STAFF PRESENT**

Matt Love, Attorney  
Roger Patty, Police Chief  
Stephen Coy, Fire Chief  
Mike Turman, Public Works Director  
Pamela McDowell-Ramirez, City Clerk/Treasurer  
Craig Wallace, City Engineer  
Marc Long, City Planner

2. Presentation to Master Patrol Officer Dustin Hendix.  
The Mayor presented MP Officer Hendrix with a Certificate of Appreciation.

3. Call to the Public.

**Moot.**

4. CONSENT DOCKET: (individual items may be deleted from the consent docket for discussion and action under #4.)

- A. Approval of the minutes from the Regular meeting of October 16, 2018 and Special meeting of November 6, 2018. \*\*\*\*
- B. Approval of Expenditures \*\*\*\*
 

General Fund	\$166,535.46
CIP Fund	\$ 75,853.82
- C. Approval of Actual Expenditures for October 2018 and Proposed Expenditures for November 2018. \*\*\*\*
- D. Sales Tax History Report. \*\*\*\*
- E. Acceptance of a Sewer Line Extension Project Permit issued by DEQ for Cherokee Crossing Addition-Section 4. \*\*\*\*
- F. Approval to surplus two Army surplus phones from the police department.

Motion by Broadwater, second by Woolley to approve the consent docket. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

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

**Moot.**

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

Coy-told the council that this was Fire Prevention month and they made contact with over 800 kids. The Thunder trainers came out and talked to them about exercise and nutrition.

Ramirez-election February 14<sup>th</sup> for Mayor and Council and filing is December 3-5 so anyone interested in running needs to come pick up a packet.

Love-city has a request from someone to allow marijuana growers in the city.

Long-said he looks forward to working with the city.

- 7. Final Public Hearing, Discussion and possible action on a Use Subject to Review concerning a medical marijuana dispensary located at 5500 NW Expressway Suite A1. Applicant: Dr. David Quy (Blue Grass Medical Marijuana Dispensary, LLC). (Planning Commission recommended approval by a unanimous vote, all members were present) \*\*\*\*

Motion by Broadwater, second by Ryan to open the public hearing. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

Motion by Broadwater, second by Godwin to close the public hearing. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

Mayor Mickley stated that this is now legal in Oklahoma and therefore in Warr Acres the vote tonight is only if it meets the zoning requirements and it does and the Planning Commission recommended approval by a unanimous vote. Attorney Love stated only if it can be used for this purpose.

The applicant was not present as required under the city's code so therefore the council could not take action on this item.

Motion by Godwin, second by Woolley to table to the December meeting. Poll vote: Lipinski, yea; Ryan, nay; Knipp, nay; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed.**

**Items 7 and 8 were brought back up later in the meeting when both applicants decided to show up.**

Motion by Godwin, second by Lipinski to reconsider items 7 and 8 now that the applicants are present. Poll vote: Lipinski, yea; Ryan, nay; Knipp, nay; Godwin, yea; Allsup, yea; Schmidt, nay; Woolley, nay; Broadwater, yea; and Mickley, yea.

**Motion Passed.**

**Item 7.**

Motion by Godwin, second by Broadwater to approve the Use Subject to Review for a medical marijuana dispensary at 5500 NW Expressway, Suite A1. Poll vote: Lipinski, yea; Ryan, yea; Knipp, nay; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed.**

8. Final Public Hearing, Discussion and possible action on a Use Subject to Review concerning a medical marijuana dispensary located at 4716 N MacArthur. Applicant: Michelle Sanor (The Hemp House). (Planning Commission recommended approval by a unanimous vote, all members were present) \*\*\*\*\*

Motion by Godwin, second by Ryan to open the public hearing. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

Motion by Woolley, second by Knipp to close the public hearing. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

The applicant was not present as required under the city's code so therefore the council could not take action on this item.

Motion by Godwin, second by Broadwater to table to the December meeting. Poll vote: Lipinski, yea; Ryan, nay; Knipp, nay; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed.**

**Item 8.**

Motion by Godwin, second by Broadwater to approve the Use Subject to Review for a medical marijuana dispensary at 4716 N MacArthur. Poll vote: Lipinski, yea; Ryan, yea; Knipp, nay; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, abstain; Broadwater, yea; and Mickley, yea.

**Motion Passed.**

9. Final Public Hearing and possible action on a sign variance (Height) for a sign to be located at NW 49<sup>th</sup> and MacArthur Blvd. William Choi, applicant. \*\*\*\*\*

Motion by Godwin, second by Allsup to open the public hearing. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

Motion by Allsup, second by Godwin to close the public hearing. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

Ryan Cotting was the sign contractor for the sign and was also the one that took down the old sign in the wind when it broke. He stated that this sign is a drastic improvement, he stated that the sign is actually shorter than the one that was there previously.

Motion by Godwin, second by Knipp to approve the sign variance for a sign at 49<sup>th</sup> and MacArthur. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

10. Discussion and possible action on authorizing the Mayor (it is over his spending authority) to choose which company to use and pay for the demo of the building at 3913 N Ann Arbor. \*\*\*\*

Motion by Knipp, second by Godwin to authorize the Mayor to use the best quote and pay to have the building demolished. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

11. Discussion and possible action on acceptance of a bid from Build 405, LLC., in the amount of \$61,500 for the City Hall safety remodel, and approval of a transfer of appropriation in the amount of \$13,000 to the City Hall Safety Remodel line item in CIP from the 49<sup>th</sup> and 50<sup>th</sup> and MacArthur project line item. \*\*\*\*

Motion by Knipp, second by Woolley to accept the bid from Build 405, LLC and approve the transfer of the funds. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

12. Discussion and possible action to approve the EMS contract with Samaritan for 2019. \*\*\*\*

Chief Coy stated that contract is the same as 2018 no rate change. Federal government required changes for compliance and that was all. They are providing 7 minute response times and have located at 42<sup>nd</sup> and Rockwell.

Motion by Broadwater, second by Ryan to approve the EMS contract for 2019 with Samaritan. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

13. Discussion and possible action on an engagement agreement for Crawford and Associates for financial consulting and reporting for 2019. \*\*\*\*

Motion by Ryan, second by Broadwater to approve the agreement with Crawford and Associates. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

14. Discussion and possible action on a Contract with Matthew Love for City Attorney services for 2019. \*\*\*\*

Motion by Godwin, second by Knipp to approve the contract with Matthew Love. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

15. Discussion and possible action on the Cox Communication agreement. \*\*\*\*

Motion by Godwin, second by Broadwater to approve the agreement with Cox Communications. Poll vote: Lipinski, yea; Ryan, yea; Knipp, nay; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed.**

16. Discussion and possible action on hiring a person to work 4 hours a week for recycling until the end of the year. \*Schmidt\*

Councilman Schmidt stated that he has attended the last several recycle weekends and the ladies that run the recycle program put in a lot of time and he feels the city should be have an employee doing the work. He said the city just keeps saying no to doing an official recycle program and if the city would spend money on it then maybe something would get done. Mayor Mickley stated that the companies that handle the recycle say they have no where to put it and so it all ends up in the landfill.

**No Action was taken on this item.**

17. Discussion and possible action on Resolution #529 related to pay for all exempt executive employees for 2019. \*\*\*\*

Motion by Broadwater, second by Godwin to approve Resolution #529 2019 executive pay. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

18. Discussion and possible action on Resolution #530 related to pay for all non-exempt employees for 2019 with attached current pay matrix for non-exempt employees and pay matrix for communication officers. (the pay matrix's are the same as 2018) \*\*\*\*\*

Motion by Knipp, second by Godwin to approve Resolution #530 2019 non-contract pay. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

19. Discussion and possible action on Resolution #531 giving support for the Mayor to be appointed to the OML Board of Directors. \*\*\*\*\*

Motion by Knipp, second by Ryan to approve Resolution #531 supporting the Mayor for a OML appointment. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

20. Questions and Comments from Council.

Broadwater-thinks that last meeting he may have come across rude and he didn't mean to and he is sorry, he considers it an honor to be serving. Happy Thanksgiving.

Woolley-Happy Thanksgiving, thanks to the staff and all employees.

Schmidt-Happy Thanksgiving, thanks to the staff and all employees, and December will be his last meeting he will be moving out of Warr Acres.

Allsup-Happy Thanksgiving

Godwin-thanks to all city staff, police, fire and public works

Knipp-Happy Thanksgiving, appreciates staff. The problem he had with voting on the two issues on Use Subject to Review tonight was the applicants did not care enough to be at the meeting when they were supposed to.

Ryan-3-4 weeks ago there was a very loud band playing and he called the station and discovered that no sound ordinance until 10 pm. Wants to take a look at the ordinance and see if there are changes that could be made for situation like the one that took place. Seems

there are more and more businesses popping up in homes, need to look at the home occupation ordinance also.

Lipinski-Happy Thanksgiving, lots to be thankful for and blessed. Thanks to the Council and staff and the Christmas tree lighting will be November 30<sup>th</sup>.

Mickley-thanks Chief Patty for getting so much for the sale of the car, thanks Chief Coy and the fire department for the contacts made with over 800 kids for fire prevention, thanks Mike for all the hard work and all he does, thanks to the council and all they do. We have great citizens, thanks to Councilman Schmidt for serving and thanks to Councilman Lipinski for all the Santa bags for the kids. Councilman Lipinski stated he love doing stuff for kids.

21. Adjournment.

Motion by Knipp, second by Ryan to adjourn. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

The meeting was adjourned at 7:28 p.m.

Respectfully submitted,

Pamela McDowell-Ramirez  
City Clerk/Treasurer



**MINUTES**

**CITY OF WARR ACRES  
PUBLIC WORKS AUTHORITY MEETING  
TUESDAY  
NOVEMBER 20, 2018  
6:00 p.m.**

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

1. The meeting was called to order at 7:28 p.m. Declaration of a quorum present was given.

**ROLL CALL**

**PRESENT**

**ABSENT**

Chairman James Mickley  
Vice-Chairman John Knipp  
Trustee Roger Godwin  
Trustee Bo Broadwater  
Trustee Patrick Woolley  
Trustee Mike Schmidt  
Trustee Kim Allsup  
Trustee Glenn Lipinski  
Trustee Donnie Ryan

2. CONSENT DOCKET: (individual items may be deleted from the consent docket for discussion and action under #3.)
  - A. Approve the minutes of the Warr Acres Public Works Authority Meeting of October 16, 2018. \*\*\*\*
  - B. Approve payment of claim in the amount of \$55,906.29 to the Bethany-Warr Acres Public Works Authority for the Warr Acres portion of the Joint Trust and Bond Retirement for the month of October, 2018. \*\*\*\*
  - C. Approval of payment of claims for the Sewer department in the amount of \$8,462.18.

Motion by Ryan, second by Knipp to approve the consent docket. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

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

**Moot.**

4. Adjournment.

Motion by Mickley, second by Knipp to adjourn. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, nay; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed.**

The meeting was adjourned at 7:29 p.m.

Respectfully submitted,

Pamela McDowell-Ramirez  
City Clerk/Treasurer

**MINUTES**

CITY OF WARR ACRES  
SPECIAL  
ECONOMIC DEVELOPMENT AUTHORITY MEETING  
TUESDAY  
NOVEMBER 20, 2018  
**5:30 p.m.**

1. The meeting was called to order at 5:32 p.m. Declaration of a quorum present was given.

**ROLL CALL**

**PRESENT**

**ABSENT**

Chairman James Mickley  
Vice-Chairman John Knipp  
Trustee Roger Godwin (arrived at 5:49 p.m.)  
Trustee Bo Broadwater  
Trustee Patrick Woolley  
Trustee Mike Schmidt  
Trustee Kim Allsup  
Trustee Glenn Lipinski  
Trustee Donnie Ryan

2. CONSENT DOCKET: (individual items may be deleted from the consent docket for discussion and action under #3.)
  - A. Approve the minutes of the Economic Development Authority meeting of September 18, 2018 \*\*\*\*\*
  - B. Approve of the payment of claims in the amount of \$5,374.05.

Motion by Woolley, second by Knipp to approve the consent docket. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

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

**Moot.**

4. Discussion and possible action on a letter to Buxton.

Motion by Broadwater, second by Woolley to approve sending a letter to Buxton to discontinue the contract as of December 31, 2018. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

5. Discussion and possible action on an agreement with Retail Strategies to provide Economic Development assistance. \*\*\*\*

Chad with Retail Strategies addressed the Trustees telling them about his company. They work with El Reno and Del City and Mayor Mickley has spoken to each and they are happy with them. They do all the work unlike the former company. Trustee Schmidt asked about a comment in the contract that states they will contact 15 retailers, and asked how the city would know they really did. He was told that the information is shared with the city but is confidential. Trustee Woolley asked if it would be with companies that were really interested in the city and not just a list like before. Chad stated that they work with retailers to keep a long-term relationship and not to burn bridges for future communities.

Motion by Woolley, second by Broadwater to approve the agreement. Poll vote: Lipinski, yea; Ryan, nay; Godwin, yea; Knipp, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed.**

6. Discussion and possible action to approve a TIF Resolution. \*\*\*\*

Jeff Sabin with the Center for Economic Development Law told the Trustees what the next steps in setting up TIF districts would be. He stated that there would be a TIF committee of residents, county official, school official, Vo-tech official and the Mayor. A Resolution would be prepared to form a project plan.

Motion by Woolley, second by Knipp to approve the Resolution. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

7. Adjournment.

Motion by Woolley, second by Knipp to adjourn. Poll vote: Lipinski, yea; Ryan, yea; Knipp, yea; Godwin, yea; Allsup, yea; Schmidt, yea; Woolley, yea; Broadwater, yea; and Mickley, yea.

**Motion Passed Unanimously.**

The meeting was adjourned at 6:04 p.m.

Respectfully submitted,

Pamela McDowell-Ramirez  
City Clerk/Treasurer