

MINUTES
CITY COUNCIL OF DEL CITY
REGULAR MEETING
May 17, 2021 – 6:00 P.M.
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on May 14, 2021.)

1. CALL TO ORDER AT 6:00 P.M. BY MAYOR EASON

In Attendance: Council Members Michael Dean, Pam Finch, J.D. Hock, Kyle Gandy, and Mayor Floyd Eason.

City Employees: Deputy City Manager Tom Leatherbee, City Clerk Melissa Jones, and City Attorney Beverly Palmer.

2. OPENING ITEMS

A. INVOCATION: Given by Councilman J.D. Hock.

B. PLEDGE OF ALLEGIANCE: Led by Public Works Director Mike Hatfield.

C. PUBLIC AND COUNCIL INPUT

I. Public: None

II. Council:

- Councilman J.D. Hock, thank you to everyone who came out to the parade and all staff members.
- Councilwoman Pam Finch, thanks for all who participated in parade, fire, police, and volunteers.
- Councilman Michael Dean, check in on artwork at I-40 bridges.
- Mayor Floyd Eason, thank Monica for parade organization, and Howard Memorial Church for letting the City use their facility.
- Deputy City Manager Tom Leatherbee, commend City staff who worked on parade this weekend.

D. CITY MANAGER'S REPORT: Commend City Staff for working on the parade.

E. CITY CLERK'S REPORT:

- Net Sales Tax increased <\$312,744> <34.68%>
- Use Tax increased <\$118,410> <148.83%>
- Tobacco Tax increased <\$1,716> <20.25%>
- Hotel/Motel Tax increased <\$3,297> <28.78%>
- Overall <\$734,426> <7.11%>

3. MINUTES

A. Approve minutes of regular meeting of the Council of May 03, 2021.

MOTION: TO APPROVE AS WRITTEN.

MOVED BY: FINCH SECOND: DEAN
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

4. PRESENTATION

A. Monthly Update from the Fire Chief

Discussion, consideration, possible action to approve receiving a monthly update from the Chief of Police.

MOTION: TO APPROVE RECEIVING A MONTHLY UPDATE FROM THE FIRE CHIEF.

MOVED BY: HOCK SECOND: GANDY
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

Fire Chief Brandon Pursell gave monthly update and answered questions.

- Call volume for April 2021.
- 7 total fires (including 2 structure fires).
- Hazardous conditions 12.
- Service calls 39.
- EMS/Rescue 241.
- False alarms 10.
- Good Intent 21.
- Fire loss \$40,000 on pre-incident values of \$850,000.
- Incident responses up from this time last year by 147.
- COVID-19 update 33 active cases as of 5-12-2021 1,911 total cases, 1,838 recovered, 40 deaths.

B. Discussion Only- General Fund Budget for FY 2021-2022

Discussion consideration possible action to approve holding a discussion concerning General Fund Budget Process including estimated revenues and expenditures for fiscal year 2021-2022.

MOTION: TO APPROVE HOLDING A DISCUSSION CONCERNING GENERAL FUND BUDGET PROCESS INCLUDING ESTIMATED REVENUES AND EXPENDITURES FOR FISCAL YEAR 2021-2022.

MOVED BY: DEAN SECOND: FINCH
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

Deputy City Manager Tom Leatherbee and City Clerk Melissa Jones discussed budget and answered questions

MOTION: TO CLOSE DISCUSSION

MOVED BY: FINCH SECOND: DEAN
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

- C. Discussion Only- Special Sales Tax Revenue Fund Budget for FY 2021-2022
Discussions, consideration, possible action to approve holding a discussion concerning Special Sales Tax Revenue Fund budget process including estimated revenues and expenditures for fiscal year 2021-2022.

MOTION: TO APPROVE HOLDING A DISCUSSION CONCERNING SPECIAL SALES TAX REVENUE FUND BUDGET PROCESS INCLUDING ESTIMATED REVENUES AND EXPENDITURES FOR FISCAL YEAR 2021-2022.

MOVED BY: FINCH SECOND: DEAN
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

Deputy City Manager Tom Leatherbee and City Clerk Melissa Jones discussed special sales tax revenue budget.

MOTION: TO CLOSE DISCUSSION

MOVED BY: FINCH SECOND: DEAN
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

- D. COVID-19 Utility Assistance Program
Discussion, consideration possible action to approve/deny receiving a presentation from staff regarding the COVID-19 Utility Assistance Program.

MOTION: TO APPROVE RECEIVING A PRESENTATION FROM STAFF REGARDING THE COVID-19 UTILITY ASSISTANCE PROGRAM.

MOVED BY: FINCH SECOND: DEAN
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

Customer Service Manager Brittany Parrott gave update on program and answered questions. Grants Manager Marketing Coordinator Miranda Hodge spoke about Community Care.

MOTION: TO CLOSE DISCUSSION

MOVED BY: DEAN SECOND: GANDY
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

5. GENERAL ACTION ITEMS

A. Proclamation Rescinding Resolution No. 11-16-2020A

Discussion, consideration, possible action to approve Proclamation Rescinding Resolution No. 11-16-2020A (policy for face coverings or masks), in which Proclamation the Mayor and City of Del City call for lining the recommendation that face coverings or masks be worn in all inside public places in Del City, except that public places and private businesses may elect to require that masks still be worn within their buildings; authorize Mayor to endorse proclamation.

MOTION: TO APPROVE RESCINDING RESOLUTION NO. 11-16-2020A AS WRITTEN.

MOVED BY: FINCH SECOND: DEAN
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

B. Surplus iPads and iPad Cases – Department of Management

Discussion, consideration, and possible action to approve/deny items listed in Exhibit A to the Council agenda as surplus to the City's needs; authorize final disposition of items as approved by the Acting City Manager.

MOTION: TO DECLARE ITEMS LISTED IN EXHIBIT A TO THE COUNCIL AGENDA AS SURPLUS TO THE CITY'S NEEDS; AUTHORIZE FINAL DISPOSITION OF ITEMS AS APPROVED BY THE ACTING CITY MANAGER.

MOVED BY: FINCH SECOND: HOCK
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

C. Mutual Cooperation Agreement Between Oklahoma County and Del City

Discussion, consideration, possible action to discuss and approve/deny the annual General Mutual Cooperation Agreement between the City of Del City and Oklahoma County; authorize Mayor to endorse same. The agreement outlines the type of support that can be provided by the County and the mutual benefit associated with such an agreement.

MOTION: TO APPROVE GENERAL MUTUAL COOPERATION AGREEMENT BETWEEN THE CITY OF DEL CITY AND OKLAHOMA COUNTY; AUTHORIZE MAYOR TO ENDORSE SAME.

MOVED BY: DEAN SECOND: FINCH
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

D. Renewal of Agreements for FY 2021-2022

Discussion, consideration, possible action to approve renewal of SRO contractual agreement between City of Del City and Mid-Del School District, for Del City High School, for FY 2021-2022; authorize Acting City Manager and Chief of Police to endorse same.

MOTION: TO APPROVE RENEWAL OF AGREEMENTS FOR FY 2021-2022 AS LISTED IN EXHIBIT B TO COUNCIL AGENDA.

MOVED BY: FINCH SECOND: GANDY
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

E. Renewal of School Resource Officer (SRO) Contract

Discussion, consideration, possible action to approve renewal of SRO contractual agreement between City of Del City and Mid-Del School District, for Del City High School, for FY 2021-2022; authorize Acting City Manager and Chief of Police to endorse same.

MOTION: TO APPROVE RENEWAL OF SRO CONTRACTUAL AGREEMENT BETWEEN CITY OF DEL CITY AND MID-DEL SCHOOL DISTRICT, FOR DEL CITY HIGH SCHOOL, FOR FY 2021-2022; AUTHORIZE ACTING CITY MANAGER AND CHIEF OF POLICE TO ENDORSE SAME.

MOVED BY: FINCH SECOND: HOCK

Deputy Chief of Police Loyd Berger answered questions.

AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON

NAYS: NONE

MOTION: TO RECESS TO DCMSA AT 7:01 P.M.

MOVED BY: DEAN SECOND: HOCK

AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON

NAYS: NONE

MOTION: TO RECONVENE 7:15 P.M.

MOVED BY: DEAN SECOND: HOCK

AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON

NAYS: NONE

6. EXECUTIVE SESSION

Discussion, consideration, possible action to approve recessing to executive session pursuant to the Oklahoma Open Meeting Act, 25 o.s. § 301 et seq. for the purpose of the following:

A. Pending Investigations Claims and Actions

Discussion concerning pending investigations, claims, and actions, including but not limited to Colucci, et al, v. City of Del City Police Department, et al. U.S. District Court, Western District of Oklahoma, CIV-21-363, pursuant to 25 O.S. § 307 (B) (4).

MOTION: TO RECESSING TO EXECUTIVE SESSION AT 7:17 P.M.

City Attorney Beverly Palmer stated yes in her opinion these items constitute an executive session under the Open Meetings Act.

MOVED BY: DEAN SECOND: HOCK

AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON

NAYS: NONE

MOTION: TO RECONVENE AT 8:04 P.M.

7. ACTION FROM EXECUTIVE SESSION

A. Discussion consideration possible action deemed appropriate, if any, arising from discussions held in executive session concerning pending investigations, claims, and actions, including but not limited to Colucci, et al, v. City of Del City Police Department, et al, U.S. District CoU11, Western District of Oklahoma, CIV-21-363.

MOTION: TO PROCEED AS DISCUSSED ON ITEM A.

MOVED BY: DEAN SECOND: HOCK
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

8. COUNCIL INPUT: None

9. ADJOURNMENT: AT 8:05

MOTION: TO ADJOURN AT 8:05 P.M.

MOVED BY: DEAN SECOND: HOCK
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

Approved this 7th day of June 2021

MINUTES
DEL CITY MUNICIPAL SERVICES AUTHORITY
REGULAR MEETING
May 17, 2021 – 6:00 P.M
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on May14, 2021.)

1. CALL TO ORDER AT 7:01 P.M. BY CHAIRMAN EASON.
2. OPENING ITEMS:

A. ROLL CALL

In Attendance: Trustee’s Michael Dean, Pam Finch, J.D. Hock, Kyle Gandy, and Chairman Floyd Eason.

City Employees: Deputy Trust Manager Tom Leatherbee, City Clerk Melissa Jones, and City Attorney Beverly Palmer.

B. PUBLIC AND TRUSTEE INPUT

- Public: None
- Trustees: None

3. CONSENT DOCKET

Discussion, consideration, possible action to approve the following items by unanimous consent, with one motion:

A. Minutes

Approve minutes of regular meeting of the DCMSA of May 03, 2021.

B. Budget Amendment

Approve budget amendment for FY 2020-2021 as shown in Exhibit A to the Council agenda.

MOTION: TO APPROVE A & B WITH ONE MOTION.

MOVED BY: FINCH SECOND: DEAN
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

4. PRESENTATION

- A. Discussion only- Del City Municipal Services Authority Fund Budget for FY 2021-2022

Discussion, consideration, possible action to approve holding a discussion concerning Del City Municipal Services Authority Fund budget process including estimated revenues and expenditures for fiscal year 2021-2022.

MOTION: TO APPROVE HOLDING A DISCUSSION CONCERNING DEL CITY MUNICIPAL SERVICES AUTHORITY FUND BUDGET PROCESS INCLUDING ESTIMATED REVENUES AND EXPENDITURES FOR FISCAL YEAR 2021-2022.

MOVED BY: FINCH SECOND: DEAN
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

Deputy City Manager Tom Leatherbee discussed fund and answered questions.

MOTION: TO CLOSE DISCUSSION.

MOVED BY: FINCH SECOND: HOCK
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

5. ACTION ITEMS

- A. Renewal of Agreements for FY 2021-2022

Discussion, consideration, possible action to approve renewal of agreements for FY 2021-2022 as; posted in Exhibit B to the DCMSA agenda.

MOTION: TO. APPROVE RENEWAL OF AGREEMENTS FOR FY 2021-2022 AS; POSTED IN EXHIBIT B TO THE DCMSA AGENDA.

MOVED BY: FINCH SECOND: DEAN
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

- B. RFP No. 2201 - water meters meter boxes fire hydrants and valves

Discussion consideration possible action to award/deny RFP No. 2201- water meters meter boxes, fire hydrants, and valves to the lowest responsible bidders, Core & Main, and Zenner USA; authorize Mayor to endorse the same and direct

staff accordingly. Items will be used throughout FY 2021-2022 for the amounts listed below.

From Zenner USA:

- 3/4 Water Meter \$46.18
- 1" Meter \$94.40
- 1 1/2" Meter \$253.08
- 2" Meter \$333.18
- 4" Meter \$2,063.576" Meter \$2,952.99
- 6" Meter \$3,160.06

From Core and Main:

Water Meters Items:

- 2" \$1,062.50
- 3" \$1,411.77
- 2" \$1,062.50
- 3" \$1,411.77
- 4" \$2,142.86

Meter Boxes Items:

- 18x18" \$72.23
- 24x18" \$135.00
- 28x24" \$185.00
- 36x24" \$300.00

Fire Hydrants Items:

- 3.5' Bury \$1 558.30
- 4' Bury \$1,578.85
- 4.5' Bury \$1 613.84

Gate Valves Items:

- 4" \$382.00
- 6" \$513.92
- 8" \$821.05
- 12" \$1,602.35

MOTION: TO. AWARD RFP 2201-WATER METERS, METER BOXES, FIRE HYDRANTS, AND VALVES TO THE LOWEST RESPONSIBLE BIDDERS, CORE & MAIN, AND ZENNER USA; AUTHORIZE MAYOR TO ENDORSE THE SAME AND DIRECT STAFF ACCORDINGLY.

MOVED BY: HOCK SECOND: FINCH
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

Public Works Director Mike Hatfield answered questions.

C. Sewer Main Line Repair - 4601 SE 29th

Discussion, consideration, possible action to approve/deny additional repair costs made payable to Urban Contractors, LLC, for an amount not to exceed \$12,097.10 due to unforeseeable conditions affecting the rehabilitation of the existing sewer main line at 4601 SE 29th street, the installation process was affected by an outside source that could not be predetermined. This issue required additional measures to achieve proper pipe elevation to proper function, and additional construction materials.

MOTION: TO. APPROVE ADDITIONAL REPAIR COSTS MADE PAYABLE TO URBAN CONTRACTORS, LLC, FOR AN AMOUNT NOT TO EXCEED \$12,097.10.

MOVED BY: FINCH SECOND: DEAN
AYES: FINCH, DEAN, HOCK, GANDY, AND MAYOR EASON
NAYS: NONE

6. TRUST INPUT: Councilman Michael Dean Thanks City for maintain good water system.
7. ADJOURNMENT: AT 7:15 P.M.

MOTION: TO ADJOURN TO AT 7:15 P.M.

MOVED BY: DEAN SECOND: HOCK
AYES: DEAN, HOCK, GANDY, FINCH, CHAIRMAN EASON
NAYS: NONE

Approved this 7th day of June 2021.