

MINUTES
CITY COUNCIL OF DEL CITY
REGULAR MEETING
October 17, 2022 – 6:00 P.M.
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on October 14, 2022.)

1. Call to Order: at 6:00 PM by Mayor Floyd Eason.

2. Roll Call:

In Attendance: Council Members Kyle Gandy, Jacque Mooney, Pam Finch, and Mayor Floyd Eason.

Absent: Council Member Michael Dean

City Employees: Acting City Manager Mike Cantrell, City Clerk Melissa Jones, and City Attorney Beverly Palmer.

3. Invocation: Given by Mayor Floyd Eason.

Pledge of Allegiance: Led by Public Works Director Mike Hatfield.

4. Public and Council Input

A. Public:

- Walter Jacques: 4832 Koelsch Dr. ask to use alternate thin blue line flag that does not involve the American flag design and spoke about its use and design.
- Economic and Community Development Director JD Hock: spoke about 20-year comprehensive plan and will start November 1, 2022.
- November 2, 2022, open house for public to come and have questions answered at the Del City Community Center from 6:00 pm to 8:00 pm for plan.
- November 3, 2022, the first joint meeting of city council and planning commission to go over the comprehensive plan from 6:00 pm to 8:00 pm at the Del City Community Center.
- Claudia Browne: 3340 Del Aire Pl. supports removing thin blue line flag and use replacement offered by Walter Jacques.

B. Public:

- Councilwoman Finch: Amazed at the development that has been accomplished in the last 5 years.

5. City Manager's Report:

10-17-2022

Upcoming events:

- October 29th Trunk or Treat.
- November 11th Veterans Day.
- December 3rd Christmas Tree lighting.
- Holiday decoration contest coming soon.
- December 4th shop with a cop.

City Clerk’s Report:

Sales tax for month received. Since this time last year

- Net Sales tax down <-\$27,963.40>, <-2.62%>
- Use tax down <-\$26,692.22>, <-19.16%>
- Tobacco tax up <\$46.81>, <0.56%>
- Hotel/Motel tax up <\$1,797.16>, <10.16%>
- Overall net growth up \$51,318.73, 4.95%.

6. Consent Docket

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

- A. Budget Amendment
Approve budget amendment for FY 2022-2023, as shown in Exhibit A to the Council agenda.
- B. Minutes of Regular Meeting
Approve minutes of the regular meeting of Council of October 3, 2022.
- C. Blanket Purchase Order – Fleet Maintenance Division
Approve blanket purchase order for Fleet Maintenance Division for FY 2022-2023 under account 01-518-218, as follows.

01-0226	Central Power Equip	\$500.00
01-0190	Howard Auto Parts	1,000.00
01-1015	XL Parts	<u>1,000.00</u>
	Total	\$2,500.00

MOTION: TO APPROVE AS WRITTEN ITEMS A, B, AND C.

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

7. 2022 Trunk or Treat, 3rd Annual Event

Glenn Harris & Associates Insurance, in the total amount of \$155,798.80 (City's share is \$129,983.03 and DCMSA's share is \$25,815.77) for the period November 1, 2022, through October 31, 2023.

MOTION: TO APPROVE RENEWAL OF LIABILITY INSURANCE FOR LAW ENFORCEMENT, PUBLIC OFFICIALS, AND EMPLOYMENT PRACTICES WITH HUDSON EXCESS INSURANCE, AGENT GLENN HARRIS & ASSOCIATES INSURANCE, IN THE TOTAL AMOUNT OF \$155,798.80; CITY'S SHARE IS \$1129,983.03 AND DCMSA'S SHARE IS \$25,815.77 FOR THE PERIOD NOVEMBER 1, 2022, THROUGH OCTOBER 31, 2023.

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

9. Monthly Update from the Fire Chief

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

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

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

- Chief Brandon Purcell gave updates and answered questions.
- EMS/Rescue: 274
- Fires: 9 (1 structure, 4 vehicle, 2 grass/brush, and 2 others).
- Hazardous Conditions: 13
- Service Calls: 41
- Good Intent: 38
- False Alarms: 19
- Other: 4
- Total Calls: 398

10. Revision to Contract with Lexipol, LLC

Discussion, consideration, possible action to approve/deny a revision to the contract with Lexipol, LLC, that was approved by Council on October 3, 2022, to allow for a twelve-month contract, from November 1, 2022 through October 31, 2023, rather than the previously approved prorated contract through the end of fiscal year 2023, for a total of \$31,968.45 to be paid with American Rescue Plan Act funds; authorize Mayor to endorse same. This total amount reflects an increase of \$5,510.95 for the extended length of the subscription services.

MOTION: TO APPROVE A REVISION TO THE CONTRACT WITH LEXIPOL, LLC THAT WAS APPROVED BY COUNCIL ON OCTOBER 3, 2022, CONTRACT WILL BE FROM NOVEMBER 1, 2022, THROUGH OCTOBER 31, 2023, FOR A TOTAL OF \$31,968.45; AUTHORIZE MAYOR TO ENDORSE SAME.

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

11. Determination of Dilapidation and Order of Removal – 4732 SE 23rd Street

Discussion, consideration, possible action to approve/deny making a finding that the condition of the residential structure at the above-mentioned property constitutes a detriment or a hazard and that the property would be benefited by the removal of such conditions; approve/deny fixing reasonable dates for commencement and completion of the work by the property owner, those being commencement by January 1, 2023 and completion by January 23, 2023; authorize/not authorize the City Clerk to file a notice of dilapidation and lien against the property; and approve/deny directing the City Manager to cause the structure to be razed and removed, in the manner deemed most cost effective and expedient, if the work is not completed by the property owner within the dates fixed herein. A public hearing of this matter was held before Council at its regularly scheduled meeting on September 19, 2022.

MOTION: TO APPROVE MAKING A FINDING THAT THE CONDITION OF THE RESIDENTIAL STRUCTURE AT THE ABOVE-MENTIONED ADDRESS CONSTITUTES A DETRIMENT OR A HAZARD AND THAT THE PROPERTY WOULD BE BENEFITED BY THE REMOVAL OF SUCH CONDITIONS; APPROVE FIXING REASONABLE DATES FOR COMMENCEMENT AND COMPLETION OF THE WORK BY THE PROPERTY OWNER, THOSE BEING COMMENCEMENT BY JANUARY 1, 2023 AND COMPLETION BY JANUARY 23, 2023; AUTHORIZE THE CITY CLERK TO FILE A NOTICE OF DILAPIDATION AND LEIN AGAINST THE PROPERTY; AND APPROVE THE CITY MANAGER TO CAUSE THE STRUCTURE TO BE RAZED AND REMOVED, IN THE MANNER DEEMED MOST COST EFFECTIVE AND EXPEDIENT, IF THE WORK IS NOT COMPLETED BY THE PROPERTY OWNER WITHIN THE DATES FIXED HEREIN. A PUBLIC HEARING OF THIS MATTER WAS HELD BEFORE COUNCIL AT ITS REGULARLY SCHEDULED MEETING ON SEPTEMBER 19, 2022.

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

Chief Code Enforcement Office Antonio Singleton gave update that a relative was contacted and gave permission for demolishing property. The owner is incapacitated.

12. Determination of Dilapidation and Order of Removal – 4708 SE 23rd Street

Discussion, consideration, possible action to approve/deny making a finding that the condition of the residential structure at the above-mentioned address constitutes a detriment or a hazard and that the property would be benefited by the removal of such conditions; approve or deny fixing reasonable dates for commencement and completion of the work by the property owner, those being commencement by January 1, 2023 and completion by January 23, 2023; authorize/not authorize the City Clerk to file a notice of dilapidation and lien against the property; and approve/deny directing the City Manager to cause the structure to be razed and removed, in the manner deemed most cost effective and expedient, if the work is not completed by the property owner within the dates fixed herein. A public hearing of this matter was held before Council at its regularly scheduled meeting on September 19, 2022.

MOTION: TO APPROVE MAKING A FINDING THAT THE CONDITION OF THE RESIDENTIAL STRUCTURE AT THE ABOVE-MENTIONED ADDRESS CONSTITUTES A DETRIMENT OR A HAZARD AND THAT THE PROPERTY WOULD BE BENEFITED BY THE REMOVAL OF SUCH CONDITIONS; APPROVE FIXING REASONABLE DATES FOR COMMENCEMENT AND COMPLETION OF THE WORK BY THE PROPERTY OWNER, THOSE BEING COMMENCEMENT BY JANUARY 1, 2023 AND COMPLETION BY JANUARY 23, 2023; AUTHORIZE THE CITY CLERK TO FILE A NOTICE OF DILAPIDATION AND LEIN AGAINST THE PROPERTY; AND APPROVE THE CITY MANAGER TO CAUSE THE STRUCTURE TO BE RAZED AND REMOVED, IN THE MANNER DEEMED MOST COST EFFECTIVE AND EXPEDIENT, IF THE WORK IS NOT COMPLETED BY THE PROPERTY OWNER WITHIN THE DATES FIXED HEREIN. A PUBLIC HEARING OF THIS MATTER WAS HELD BEFORE COUNCIL AT ITS REGULARLY SCHEDULED MEETING ON SEPTEMBER 19, 2022.

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

Chief Code Enforcement Office Antonio Singleton gave update that company asked for 90 days to demolish.

13. Invitation to Bid (ITB) No. 0213 – Sidewalk between 4605 se 44th and Mickey Road

Discussion, consideration, possible action to award/deny ITB No. 0213 – sidewalk between 4605 SE 44th and Mickey Road, to the lowest responsible bidder, EMC Services LLC, for an amount of \$80,630; authorize Mayor to endorse same. The scope of work will be installing an ADA compliant sidewalk on the north side of SE 44th Street east of Sunnyslane Road.

MOTION: TO AWARD ITB NO. 0213 – SIDEWALK BETWEEN 4605 SE 44TH AND MICKEY ROAD TO EMC SERVICES LLC FOR AN AMOUNT OF \$80,630; AUTHORIZE MAYOR TO ENDORSE SAME.

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

14. Invitation to Bid (ITB) no. 0214 – Concrete Walking Trail

Discussion, consideration, possible action to award/deny ITB No. 0214 – concrete walking trail at the Community Center, to the lowest responsible bidder, TriCore Group, LLC, for an amount of \$54,048; authorize Mayor to endorse same. This project will be funded with CDBG-CV funds.

MOTION: TO AWARD ITB NO. 0214 – CONCRETE WALKING TRAIL AT THE COMMUNITY CENTER TO THE LOWEST RESPONSIBLE BIDDER, TRICORE GROUP LLC FOR AN AMOUNT OF \$54,048; AUTHORIZE MAYOR TO ENDORSE SAME. THIS PROJECT WILL BE FUNDED WITH CDBG-CV FUNDS.

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

Economic and Community Development Director JD Hock explained what CDBG-CV funds are.

15. Purchase of Snowplows

Discussion, consideration, possible action to approve/deny purchasing three snowplows from Perfection Equipment for an amount of \$21,939. The plows will be installed on three one-ton, four-wheel drive trucks and will allow for more efficient citywide snow removal.

MOTION: TO APPROVE AS WRITTEN

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

16. Resolution: Application for American Rescue Plan Act Grant Funds

Discussion, consideration, possible action to approve/deny Resolution No. 10-17-2022A, authorizing application for American Rescue Plan Act grant funds from the Oklahoma Water Resources Board, seeking financial assistance for replacing critical clarifiers at the Del City Water Plant that are developing mechanical issues and have far surpassed their life cycle; authorize Mayor to endorse same.

MOTION: TO APPROVE RESOLUTION NO. 10-17-2022A AUTHORIZING APPLICATION FOR AMERICAN RESCUE PLAN ACT GRANT FUNDS FROM THE OKLAHOMA WATER RESOURCE BOARD, SEEKING FINANCIAL ASSISTANCE

FOR REPLACING CRITICAL CLARIFIERS AT THE DEL CITY WATER PLANT THAT ARE DEVELOPING MECHANICAL ISSUES AND HAVE FAR SURPASSED THEIR LIFE CYCLE; AUTHORIZE MAYOR TO ENDORSE SAME.

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

MOTION: TO RECESS TO DCMSA AT 6:45 PM

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

RETURN FROM DCEDA AT 6:55 PM

17. Executive Session

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

Discussion concerning confidential matters pertaining to pending investigations, claims, and actions, including but not limited to Keith Edwards, Workers' Compensation Commission, Claim CM3-2022-01062K, pursuant to 25 O.S. § 307(B) (4), as the Council, on advice of its attorney, has determined that disclosure will seriously impair the ability of the Council to process the claim or conduct a pending investigation or litigation in the public interest.

MOTION: TO RECESS TO EXECUTIVE SESSION AT 6:57 PM.

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

City Attorney Beverly Palmer: Yes, this meets qualification for executive session.

RETURN FROM EXECUTIVE SESSION AT 7:05 PM

18. Action from Executive Session

Discussion, consideration, possible action deemed appropriate, if any, arising from discussions held in executive session concerning confidential matters pertaining to pending investigations, claims, and actions, including but not limited to Keith Edwards, Workers' Compensation Commission, Claim CM3-2022-01062K, as the Council, on advice of its attorney, has determined that disclosure will seriously impair

the ability of the Council to process the claim or conduct a pending investigation or litigation in the public interest; authorize Acting City Manager to endorse related documents.

MOTION: TO PROCEED AS DISCUSSED.

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

19. Council Input

- Councilwoman Finch: JD adding positivity to the city.

20. Adjournment

MOTION: TO ADJOURN AT 7:07 PM.

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

Approved this 7TH day of November 2022.

MINUTES
DEL CITY MUNICIPAL SERVICES AUTHORITY
REGULAR MEETING
October 17, 2022 – 6:00 P.M.
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on October 14, 2022.)

1. Call to order: at 6:45 PM. by Chairman Floyd Eason

2. Roll Call:

In Attendance: Trustee’s Pam Finch, Kyle Gandy, Jacque Mooney, and Chairman Floyd Eason.

Absent: Trustee Michael Dean

City Employees: Acting Trust Manager Mike Cantrell, City Clerk Melissa Jones, and City Attorney Beverly Palmer.

3. Public and Trustee Input:

- A. Public: None.
- B. Trustees: None

4. Manager’s Report: COMCD fish fry, petition to have twice a year.

5. Minutes

Discussion, consideration, possible action to approve minutes of the regular meeting of DCMSA of October 3, 2022.

MOTION: TO APPROVE THE MINUTES.

MOVED BY: GANDY SECOND: MOONEY
AYES: GANDY, FINCH, MOONEY, AND CHAIRMAN EASON
NAYS: NONE

6. Renewal of Liability, Fleet, and Property Insurance

Discussion, consideration, possible action to:

- A. Approve renewal of property insurance with Hudson Insurance, agent Glenn Harris & Associates, in the total amount of \$210,422 (City’s share is \$105,211 and DCMSA’s share is \$105,211) for the period of November 1, 2022, through October 31, 2023.

MOTION: TO APPROVE RENEWAL OF PROPERTY INSURANCE WITH HUDSON INSURANCE, AGENT GLENN HARRIS & ASSOCIATES IN THE TOTAL AMOUNT OF \$210,422 FOR THE PERIOD OF NOVEMBER 1, 2022, THROUGH OCTOBER 31, 2023.

MOVED BY: FINCH SECOND: GANDY
AYES: GANDY, FINCH, MOONEY, AND CHAIRMAN EASON
NAYS: NONE

- B. Approve renewal of Liability/Fleet insurance with Hudson Insurance, agent Glenn Harris & Associates Insurance, in the total amount of \$329,685 (City's share is \$164,842.50 and DCMSA's share is \$164,842.50) for the period November 1, 2022, through October 31, 2023.

MOTION: TO APPROVE RENEWAL OF LIABILITY/FLEET INSURANCE WITH HUDSON INSURANCE, DCMSA SHARE \$164,842.50 FOR THE PERIOD OF NOVEMBER 1, 2022, THROUGH OCTOBER 31, 2023.

MOVED BY: GANDY SECOND: FINCH
AYES: GANDY, FINCH, MOONEY, AND CHAIRMAN EASON
NAYS: NONE

- C. Approve renewal of Liability insurance for law enforcement, public officials, and employment practices with Hudson Excess Insurance, agent Glenn Harris & Associates Insurance, in the total amount of \$155,798.80 (City's share is \$129,983.03 and DCMSA's share is \$25,815.77) for the period November 1, 2022, through October 31, 2023.

MOTION: TO APPROVE RENEWAL OF LIABILITY INSURANCE FOR LAW ENFORCEMENT, PUBLIC OFFICIALS, AND EMPLOYMENT PRACTICES WITH HUDSON EXCESS INSURANCE, DCMSA SHARE \$25,815.77 FOR THE PERIOD OF NOVEMBER 1, 2022, THROUGH OCTOBER 31, 2023.

MOVED BY: GANDY SECOND: FINCH
AYES: GANDY, FINCH, MOONEY, AND CHAIRMAN EASON
NAYS: NONE

7. Purchase of Sanitation Poly Karts

Discussion, consideration, possible action to approve/deny the purchase of Poly Karts under the city's contract with Toter Inc for an amount not to exceed \$20,580.48. The Poly Karts are purchased to replace broken and worn karts.

MOTION: TO APPROVE THE PURCHASE OF POLY KARTS UNDER THE CITY'S CONTRACT WITH TOTER INC FOR AN AMOUNT NOT TO EXCEED \$20,580.48.

MOVED BY: FINCH SECOND: GANDY
AYES: GANDY, FINCH, MOONEY, AND CHAIRMAN EASON
NAYS: NONE

8. Trust Input: None

9. Adjournment

MOTION: TO AJOURN AT 6:52 PM.

MOVED BY: GANDY SECOND: FINCH
AYES: GANDY, FINCH, MOONEY, AND CHAIRMAN EASON
NAYS: NONE

Approved this 7th day of November 2022.

MINUTES
DEL CITY ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
October 17, 2022 – 6:00 P.M.
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on October 14, 2022.)

1. Call to order: at 6:52 PM. by Chairwoman Pam Finch

2. Roll Call:

In Attendance: Trustee’s Floyd Eason, Kyle Gandy, Jacque Mooney, and Chairwoman Pam Finch.

Absent: Trustee Michael Dean

City Employees: Acting Trust Manager Mike Cantrell, City Clerk Melissa Jones, and City Attorney Beverly Palmer.

3. Public and Trustee Input:

A. Public:

Economic and Community Development Director JD Hock: discussion about building up Reno area. There will be an RFP for this.

B. Trustees:

Trustee Floyd Eason: JD, thank you for doing an outstanding job.

4. Consent Docket

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

A. Budget Amendment

Approve budget amendment for FY 2022-2023, as shown in Exhibit A to the DCEDA agenda.

B. Minutes of Regular Meeting

Approve minutes of the regular meeting of DCEDA of September 6, 2022.

MOTION: TO APPROVE A & B AS WRITTEN.

MOVED BY: GANDY SECOND: MOONEY

AYES: GANDY, EASON, MOONEY, AND CHAIRWOMAN FINCH

10-17-2022

NAYS: NONE

5. Trust Input: None

6. Adjournment

MOTION: TO ADJOURN TO CITY EXECUTIVE SESSION AT 6:55 PM.

MOVED BY: GANDY

SECOND: MOONEY

AYES: GANDY, EASON, MOONEY, AND CHAIRWOMAN FINCH

NAYS: NONE

Approved this 7th day of November 2022.