

AGENDA MINUTES
City Council Meeting - City of Anadarko
Anadarko City Hall
501 W. Virginia, Anadarko, Oklahoma
Monday, December 11th, 2023 at 6:00PM

1. PRELIMINARY

- 1.1. Invocation and Flag Salute (Invocation led by Greg Stone, Flag Salute led by Kelley McGlothlin)
- 1.2. Call to Order (Meeting called to order on Monday December 11th, 2023 @ 6:00pm by Kelley McGlothlin)
- 1.3. Roll Call (Regina Jones, City Clerk)

Present Matthew Vasquez
Present Matt Tselee
Present Jayme Miller
Present Kelley McGlothlin

Present Carla McBride-Alexander
Absent Patrick Redbird
Present Richard Moore

- 1.4. Hearing Session/Citizen Presentation (None)

The Procedures to follow if you address the council are: The Council requests that you express your ideas in five minutes or less and refrain from any personal attacks or derogatory statements about any City employee, a fellow citizen, or anyone else, whether in the audience or not. The mayor will limit discussion whenever they deem such an action appropriate to the proper conduct of the meeting. At the conclusion of an open call to the public, individual members of the Council may ask Staff to review a matter or may ask that a matter be put on a future agenda. However, members of the Council shall not discuss or take legal action on any matters during an open call to the public unless the matters are properly noticed for discussion and legal action.

2. **SHINING STAR**- recognizing one or more employees for going above and beyond for the betterment of the community.

The Shining Star for the month of December was presented to the Electric Department for helping other departments complete tasks such as clearing trees and low hanging branches out of the ally ways and also assisting the water and sewer department. The electric department is also being recognized for their efforts in keeping the generators located around town in good working conditions all while handling any other electrical issues that may have come their way.

3. AGENDA

- 3.1. Discussion and possible action to approve the consent agenda. All items may be approved by one motion. Any item may be removed at Council's request.
 - 3.1.1. Minutes of Regular Meeting held November 13th, 2023 and Minutes of Public Hearing held November 13th, 2023.
 - 3.1.2. Payment of Claims for General Government Accounts for November 2023.
 - 3.1.3. Financial Statement Report for period ending November 2023.

Motion made by Carla McBride and seconded by Matt Tselee to approve the consent agenda as written.

In Accordance with the Oklahoma Open Meeting Law, the notice of meeting and agenda were posted on December 8th, 2023 by 5:00pm at Anadarko City Hall, 501 W. Virginia, Anadarko, Oklahoma and sent to the Anadarko Daily News, Anadarko, Oklahoma by email or fax.

Aye Matthew Vasquez
Aye Matt Tselee
Aye Jayme Miller
Aye Kelley McGlothlin

Aye Carla McBride-Alexander
Absent Patrick Redbird
Aye Richard Moore

- 3.2. Discuss/Consider/Vote to approve a Resolution declaring the intent to consider approval of a Project Plan and creation of Tax Increment Districts under the Local Development Act; authorizing the appointment of a steering committee; directing the Center of Economic Development Law to prepare a project plan; appointing a Review Committee; directing the Review Committee to make findings as to eligibility and financial impact, if any, on taxing jurisdictions and business activities within the District; directing the Review Committee to make a recommendation with respect to the proposed project plan.

Motion made by Matthew Vasquez and seconded by Richard Moore to approve item 3.2 as written.

Aye Matthew Vasquez
Aye Matt Tselee
Aye Jayme Miller
Aye Kelley McGlothlin

Aye Carla McBride-Alexander
Absent Patrick Redbird
Aye Richard Moore

- 3.3. Discuss/Consider/Vote to approve the 2024 Schedule of Holidays for the City of Anadarko, Anadarko Public Works Authority, and the Anadarko Economic Development Authority.

Mayor McGlothlin changed Christmas days off to the 24th and 25th (Tuesday & Wednesday)

Motion made by Matt Tselee and seconded by Matthew Vasquez to approve item 3.3 with the change on the Christmas Holiday's off.

Aye Matthew Vasquez
Aye Matt Tselee
Aye Jayme Miller
Aye Kelley McGlothlin

Aye Carla McBride-Alexander
Absent Patrick Redbird
Aye Richard Moore

- 3.4. Discuss/Consider/Vote to approve the 2024 Schedule of Regular Meetings for the City of Anadarko, Anadarko Public Works Authority, and the Anadarko Economic Development Authority.

Mayor McGlothlin changed the Nov 11th meeting to Nov 12th since Nov the 11th falls on a holiday.

Motion made by Jayme Miller and seconded by Matthew Vasquez to approve item 3.4 with the change of the Nov meeting date.

Aye Matthew Vasquez
Aye Matt Tselee
Aye Jayme Miller

Aye Carla McBride-Alexander
Absent Patrick Redbird
Aye Richard Moore

Aye Kelley McGlothlin

3.5. Discuss/consider/vote to approve the Library Board approved Circulation policy.

Motion made by Carla McBride and seconded by Jayme Miller to approve item 3.5 as written.

Aye Matthew Vasquez
Aye Matt Tselee
Aye Jayme Miller
Aye Kelley McGlothlin

Aye Carla McBride-Alexander
Absent Patrick Redbird
Aye Richard Moore

3.6. Discuss/Consider/Vote to enter into a Memorandum of Understanding between the Kiowa Tribe of Oklahoma and the City of Anadarko to explore opportunities with respect to the improvement of quality of life, economic development, broadband services, public health, and strategic planning to enrich the overall environment – including but not limited to developing the infrastructure necessary to achieve designation as a “Smart City.”

The Kiowa Tribe Chairman and Vice Chairman spoke about what it means to be a smart city and how they believe it would positively affect our community and also spoke on funding as well.

Motion made by Carla McBride and seconded by Matt Tselee to approve item 3.6 as written.

Aye Matthew Vasquez
Aye Matt Tselee
Aye Jayme Miller
Aye Kelley McGlothlin

Aye Carla McBride-Alexander
Absent Patrick Redbird
Aye Richard Moore

3.7. Discuss/Consider/Vote to approve a Cooperation Agreement between Caddo County and the City of Anadarko.

Motion made by Carla McBride and seconded by Richard Moore to approve item 3.7 as written.

Aye Matthew Vasquez
Aye Matt Tselee
Aye Jayme Miller
Aye Kelley McGlothlin

Aye Carla McBride-Alexander
Absent Patrick Redbird
Aye Richard Moore

3.8. Discuss/Consider/Vote to approve Amendment Number 1 to the Professional Services Contract between the City of Anadarko and Chisholm Trail Consulting.

Motion made by Richard Moore and seconded by Matt Tselee to approve item 3.8 as written.

Aye Matthew Vasquez
Aye Matt Tselee
Aye Jayme Miller
Aye Kelley McGlothlin

Aye Carla McBride-Alexander
Absent Patrick Redbird
Aye Richard Moore

- 3.9. Ratify the actions of the City Manager and discuss/consider/vote approve Construction Change Request #0001 in the amount of \$1,300.00 for the Randlett Park Sewer Project.

C.M Richard Rogalski gave a brief explanation on why the Change Order was needed to continue work on the project and asked the Council to ratify his actions.

Motion made by Carla McBride and seconded by Matthew Vasquez to approve item 3.9 as written.

Aye Matthew Vasquez	Aye Carla McBride-Alexander
Aye Matt Tselee	Absent Patrick Redbird
Aye Jayme Miller	Aye Richard Moore
Aye Kelley McGlothlin	

- 3.10. Discuss/Consider/Vote to approve Construction Change Request #0002 in the amount of \$4,200.00 for the Randlett Park Sewer Project.

C.M Richard Rogalski gave a brief explanation on what the Change Order was and why it was needed.

Motion made by Carla McBride and seconded by Richard Moore to approve item 3.10 as written.

Aye Matthew Vasquez	Aye Carla McBride-Alexander
Aye Matt Tselee	Absent Patrick Redbird
Aye Jayme Miller	Aye Richard Moore
Aye Kelley McGlothlin	

- 3.11. Discuss/Consider/Vote to approve payment to Chisholm Trail Consulting for Invoice No. A23-001.2 in the amount of \$957.50.

Motion made by Carla McBride and seconded by Matthew Vasquez to approve item 3.11 as written.

Aye Matthew Vasquez	Aye Carla McBride-Alexander
Aye Matt Tselee	Absent Patrick Redbird
Aye Jayme Miller	Aye Richard Moore
Aye Kelley McGlothlin	

- 3.12. Discuss/Consider/Vote to approve payment to Chisholm Trail Consulting for Invoice No. A23-002.4 in the amount of \$1,193.75.

Motion made by Carla McBride and seconded by Matt Tselee to approve item 3.12 as written.

Aye Matthew Vasquez	Aye Carla McBride-Alexander
Aye Matt Tselee	Absent Patrick Redbird
Aye Jayme Miller	Aye Richard Moore
Aye Kelley McGlothlin	

3.13. Discuss/Consider/Vote to approve Contractor's Application for Payment No. 6 in the amount of \$194,750.00 to Howard Construction for the Rehabilitation of Four Sanitary Sewer Lift Stations.

Motion made by Jayme Miller and seconded by Matt Tselee to approve item 3.13 as written.

Aye Matthew Vasquez
Aye Matt Tselee
Aye Jayme Miller
Aye Kelley McGlothlin

Aye Carla McBride-Alexander
Absent Patrick Redbird
Aye Richard Moore

3.14. Discuss/Consider/Vote to approve Contractor's Application for Payment No. 7 in the amount of \$198,362.85 to Howard Construction for the Rehabilitation of Four Sanitary Sewer Lift Stations.

Motion made by Carla McBride and seconded by Matt Tselee to approve item 3.14 as written.

Aye Matthew Vasquez
Aye Matt Tselee
Aye Jayme Miller
Aye Kelley McGlothlin

Aye Carla McBride-Alexander
Absent Patrick Redbird
Aye Richard Moore

3.15. Discuss/Consider/Vote to approve the purchase of 10 (Ten) fire hydrants totaling \$32,445.10 for the City of Anadarko Project # 23-533-02.

Motion made by Jayme Miller and seconded by Richard Moore to approve item 3.15 as written.

Aye Matthew Vasquez
Aye Matt Tselee
Aye Jayme Miller
Aye Kelley McGlothlin

Aye Carla McBride-Alexander
Absent Patrick Redbird
Aye Richard Moore

3.16. Discuss/Consider/Vote to approve Invoice No. 411-01 in the amount of \$19,815.00 from Howard Construction, Inc. This is part of the IHS, EPA, and 2018 CDBG Grant – WWTP Grit Auger Upgrade and Sanitary Sewer Rehabilitation.

Motion made by Jayme Miller and seconded by Matt Tselee to approve item 3.16 as written.

Aye Matthew Vasquez
Aye Matt Tselee
Aye Jayme Miller
Aye Kelley McGlothlin

Aye Carla McBride-Alexander
Absent Patrick Redbird
Aye Richard Moore

3.17. Discuss/Consider/Vote to accept the Distribution System Improvements Project as complete, release the retainage billed for in Invoice No. 206771 from Primoris T&D totaling \$105,282.50, and put into effect the 1-year Defect Bond.

Motion made by Carla McBride and seconded by Matthew Vasquez to approve item 3.17 as written.

Aye Matthew Vasquez
Aye Matt Tselee
Aye Jayme Miller
Aye Kelley McGlothlin

Aye Carla McBride-Alexander
Absent Patrick Redbird
Aye Richard Moore

3.18. Receive a report from the City Manager regarding the purchases planned with the current fiscal year Capital Improvement Fund, and provide comments and direction as considered appropriate.

C.M Richard Rogalski gave a report on Capital Improvement Projects, the cities 1997 Vac Truck has broken down and it as the shop getting an estimate to fix but will take a couple weeks to receive the quote. Mr. Rogalski let Council know that there is a company that has a refurbished vac truck for sale if interested in purchasing. Mr. Rogalski also presented Council with a spreadsheet of the CIP purchases he had approved with the budgeted CIP funds.

4. **CITY MANAGER'S REPORT** (Mr. Rogalski announced that it was his last day here at the city and expressed how much he enjoyed working with everyone here and how much he appreciated everyone for all of their hard work and dedication during his time here.)

5. **COMMENTS BY COUNCIL MEMBERS** (None)

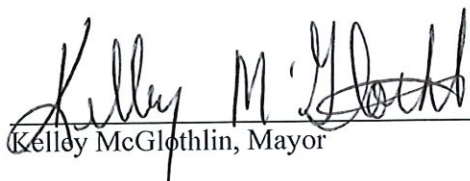
6. **NEW BUSINESS** (Mayor McGlothlin announced that Matthew Vasquez, Ward 5 Council Person is resigning from Council. Matthew Vasquez read his resignation letter and explain to everyone why he made the decision to resign.)

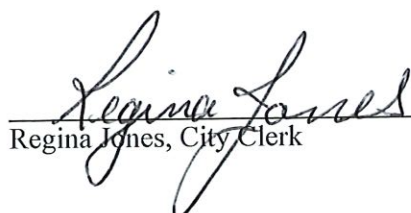
7. **ADJOURN**

Motion made by Richard Moore and seconded by Matthew Vasquez to adjourn meeting.

Aye Matthew Vasquez
Aye Matt Tselee
Aye Jayme Miller
Aye Kelley McGlothlin

Aye Carla McBride-Alexander
Absent Patrick Redbird
Aye Richard Moore


Kelley McGlothlin, Mayor


Regina Jones, City Clerk