

AGENDA MINUTES
City Council Meeting - City of Anadarko
Anadarko City Hall
501 W. Virginia, Anadarko, Oklahoma
Tuesday, October 10th, 2023 at 6:00PM

1. PRELIMINARY

- 1.1. Invocation and Flag Salute (Invocation by Patrick Redbird, Flag Salute by Kelley McGlothlin)
- 1.2. Call to Order (Meeting called to order by Kelley McGlothlin on 10/10 at 6:00pm)
- 1.3. Roll Call (Regina Jones)
- 1.4. Hearing Session/Citizen Presentation (None)

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

Present Carla McBride-Alexander
Present Patrick Redbird
Absent Richard Moore

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 October was presented to the Anadarko Fire Dept for the fire they responded to at the Landmark Apartments and also for the ceremony they held for a Citizen of Anadarko that showed heroic actions during the fire.

- 3. PRESENTATION-** OACP (Oklahoma Chiefs of Police) to present credentials to the Anadarko Police Department for obtaining the Verification Designation through the Oklahoma Law Enforcement Accreditation Program.

Kevin McCullan with OACP presented the Anadarko Police Department with an award for accreditation for obtaining the verification designation through the Oklahoma Law. OMAG and CLEET also recognize the enforcement accreditation program.

4. AGENDA

- 4.1. 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.
 - 4.1.1. Minutes of Regular Meeting held September 11th, 2023.
 - 4.1.2. Payment of Claims for General Government Accounts for September 2023.
 - 4.1.3. Financial Statement Report for period ending September 2023.

Motion made to approve Item 4.1(Consent Agenda) as written by McBride and seconded by Miller.

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

- 4.2. Discuss/Consider/Vote to accept the resignation of Peggy Stone from the Cemetery Board and appoint Beth Coble as member on the board.

Motion made by McBride and seconded by Redbird to approve item 4.2 as written.

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

- 4.3. Discuss/Consider/Vote to appoint Phillip Melton and two other selected members as City of Anadarko Representatives to serve on the Fort Cobb Reservoir Master Conservancy Board.

Kelley McGlothlin recommended Rick Moore and Don Coble as the two remaining seats on the Fort Cobb Reservoir Master Conservancy Board along with Phillip Melton being re-appointed.

Motion made by Redbird to approve item 4.3 and seconded by Vasquez with the addition of Rick Moore and Don Coble.

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

- 4.4. Discuss/Consider/Vote to accept permanent utility easement located at South 10 (ten) feet of Lot 5, Block 3, Hall's Regency West Addition to the City of Anadarko, Caddo County, Oklahoma.

Motion made by McBride and seconded by Vasquez to approve item 4.4 as written.

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

- 4.5. Discuss/Consider/Vote to accept OMAG Municipal Liability Protection Plan renewal.

Motion made by Redbird and seconded by Miller to approve item 4.5 as written.

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

Aye Carla McBride-Alexander
Aye Patrick Redbird
Absent Richard Moore

4.6. Discuss/Consider/Vote to accept OMAG Municipal Property Protection Plan renewal.

Motion made by Miller and seconded by Redbird to approve item 4.6 as written.

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

Aye Carla McBride-Alexander
Aye Patrick Redbird
Absent Richard Moore

4.7. Discuss/Consider/Vote to approve an ordinance amending Section 8-1-7, Chapter 1, Title 8 of the Anadarko Code of Ordinances, regarding the Anadarko Municipal Power Services (AMPS) Utility Average Monthly Payment – AMP Plan.

Motion made by Miller and seconded by Redbird to approve item 4.7 as written.

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

Aye Carla McBride-Alexander
Aye Patrick Redbird
Absent Richard Moore

Motion made by Miller and Seconded by Redbird to approve the Emergency Clause on the Ordinance pertaining to the Anadarko Municipal Power Services AMPS Plan.

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

Aye Carla McBride-Alexander
Aye Patrick Redbird
Absent Richard Moore

4.8. Discuss/Consider/Vote to approve a budget amendment in fund 04-581-801 (2022 2023 CIP Fund) in the amount of \$11,550.00 to reissue a new purchase order for the upfitting of a 2023 Tahoe with emergency lights and equipment on the Fire Department Command Vehicle not completed before the closing of FY 2022-2023.

Motion made by Miller and seconded by Redbird to approve item 4.8 as written.

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

Aye Carla McBride-Alexander
Aye Patrick Redbird
Absent Richard Moore

4.9. Discuss/Consider/Vote to approve a budget amendment in fund 11-535-612 (Operational Supplies) in the amount of \$12,702.28 to reissue a new purchase order for two Grit Blower Units not received before the closing of FY 2022-2023.

Motion made by Miller and Seconded by Vasquez to approve item 4.9 as written.

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

4.10.Discuss/consider/vote to approve payment for Invoice No. 5209 in the amount of \$3350.00 for work performed March 16, 2023, thru September 15, 2023, for Engineering fees on the Lift Station Rehabilitation Project.

Motion made by McBride and seconded by Miller to approve item 4.10 as written.

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

4.11.Discuss/consider/vote to approve payment for Invoice No. 5254 in the amount of \$1,007.50 for work performed August 16, 2023, thru September 15, 2023, for the final inspection on the WWTP Grit Auger Upgrade and Sanitary Sewer Rehabilitation Project.

Motion made by Redbird and seconded by Vasquez to approve item 4.11 as written.

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

4.12.Discuss/consider/vote to approve an ordinance amending Paragraph A of Section 3-9-2, Chapter 9, Title 3 of the Anadarko Code of Ordinances.

Motion made by Miller and seconded by Redbird to approve item 4.12 as written.

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

Motion made by Miller and seconded by Redbird to approve the Emergency Clause on the Ordinance pertaining to City Wide Sales.

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

4.13. Discuss/consider/vote to approve application for the 2024 Oklahoma Emergency Response Stabilization and Improvement Revolving Fund grant.

Motion made by McBride and seconded by Redbird to approve item 4.13 as written.

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

4.14. Discuss/Consider/Vote to approve Contractor's Application for Payment No. 5 in the amount of \$77,662.50 to Howard Construction for the Rehabilitation of Four Sanitary Sewer Lift Stations, The City of Anadarko's Project # 21-533-03.

Motion made by McBride and seconded by Vasquez to approve item 4.14 as written.

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

4.15. Discuss/Consider/Vote to approve an ordinance amending Paragraph A of Section 8-2-3, Chapter 2, Title 8 of the Anadarko Code of Ordinances, regarding the water rates.

Motion made by Miller and seconded by Redbird to approve item 4.15 as written.

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

Motion made by Miller and seconded by Redbird to approve the Emergency Clause on the Ordinance pertaining to Water Rates.

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

4.16. Discuss/Consider/Vote to approve an ordinance amending Paragraph A of Section 8-3-3, Chapter 3, Title 8 of the Anadarko Code of Ordinances, Regarding Sewer Rates.

City Manager gave a brief explanation of the rates and explained the 5% increase of CPI on Sewer Rates.

Motion made by Vasquez and seconded by Miller to approve item 4.16 as written.

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| Aye Matthew Vasquez | Aye Carla McBride-Alexander |
|----------------------------|------------------------------------|

Aye Matt Tselee
Aye Jayme Miller
Aye Kelley McGlothlin

Aye Patrick Redbird
Absent Richard Moore

Motion made by Vasquez and seconded by Miller to approve the Emergency Clause on the Ordinance pertaining to Sewer Rates.

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

Aye Carla McBride-Alexander
Aye Patrick Redbird
Absent Richard Moore

4.17.Discuss/Consider/Vote to approve an ordinance amending Section 8-5-11, Section 8-5-12, Section 8-5-13, and Section 8-5-15, Chapter 5, Title 8 of the Anadarko Code of Ordinances, regarding electric rates.

City Manager presented the Council with Ordinance A and Ordinance B and gave a brief explanation on the differences between the two rate structures.

Motion made by Miller and seconded by Vasquez to approve item 4.17 option B.

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

Aye Carla McBride-Alexander
Aye Patrick Redbird
Absent Richard Moore

Motion made by Miller and seconded by Vasquez to approve the Emergency Clause on the Ordinance B pertaining to Electric Rates.

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

Aye Carla McBride-Alexander
Aye Patrick Redbird
Absent Richard Moore

4.18.Discuss/Consider/Vote to approve an ordinance amending Paragraph A of Section 8-1-19, Chapter 1, Title 8 of the Anadarko Code of Ordinances; Regarding Service Availability Charges.

City Manager presented the Council with Ordinance A and Ordinance B and gave a brief description on the difference between the two.

Motion made by McBride and seconded by Vasquez to approve item 4.18 Option B as written.

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

Aye Carla McBride-Alexander
Aye Patrick Redbird
Absent Richard Moore

Motion made by McBride and seconded by Vasquez to approve the Emergency Clause on the Ordinance B pertaining to Service Availability Charges.

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

4.19.Discuss/Consider/Vote to approve the final plans for the Miller Theater Park Project and authorize the project to be bid for construction.

City Manager had a brief discussion on the T-Mobile Hometown Grant and how the City of Anadarko was one of the Grantees with an award of \$50,000.00.

Motion made by McBride and seconded by Vasquez to approve item 4.19 as written.

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

4.20.Discuss/Consider/Direct the City Manager to research and/or negotiate the terms with the American Legion regarding an exclusive lease of the building in Randlett Park known as the "Domino Hut" to be approved by City Council at a later date.

There was a brief discussion between the American Legion representatives and the Council, they discussed the need for the building and also informed the Council on the things they do and their goals within the community, Council then had a discussion on an appropriate length of the lease agreement.

Motion made by Miller and seconded by Vasquez to continue negotiating with the American Legion.

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

4.21.Discussion on purchasing policy.

There was a discussion between the Council, City Manager, and Finance Director where the Council was presented with the current purchasing policy, there will be a copy of the policy handed out to every city employee and the policy will also be signed by each employee.

4.22.The Mayor and the City Council shall discuss/consider/vote to enter into Executive Session regarding a personnel review (Pursuant to OSS Title 25 § 307 b).

Council did not go into executive session; they would like for the session to be put on the next month's council meeting worded correctly.

4.22.1. The Mayor and the City Council shall discuss and possibly vote to reconvene from Executive Session.

4.22.2. The Mayor and the City Council shall discuss and take action resulting from Executive Session on the personnel review.

5. **CITY MANAGER'S REPORT** – Richard discussed the upcoming Kids, Kites, & Frights event and also introduced Ladonna Rick as the City of Anadarko's new Finance Director.

6. **COMMENTS BY COUNCIL MEMBERS** – Kelley let everyone know we are still in need for volunteer for the upcoming Kids, Kites, & Frights event, Redbird asked about the Tipi's for the Kids, Kites & Frights event, Kelley also mentioned the Grace Church Thanksgiving Dinner on November 19th at 6pm and said they mentioned having the Council Members over to help serve if they are available to do so. Miller requested the 06-fund to also be printed and put in the council packets along with the other financial statements for review. Kelley asked about the progress with Texas & 5th Street project and also mentioned the drainage ditch located at 2nd and Mississippi needing to be cleaned out.

7. **NEW BUSINESS** - None

8. **ADJOURN**

Motion made by Miller and seconded by Vasquez to adjourn meeting.

Aye Matthew Vasquez

Aye Matt Tselee

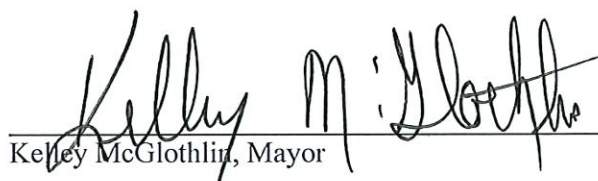
Aye Jayme Miller

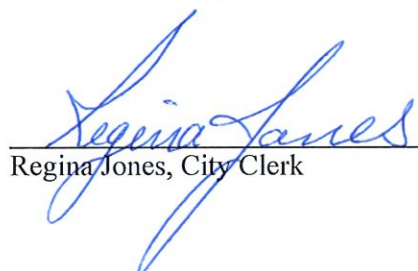
Aye Kelley McGlothlin

Aye Carla McBride-Alexander

Aye Patrick Redbird

Absent Richard Moore


Kelley McGlothlin, Mayor


Regina Jones, City Clerk