

# **MINUTES**

## **CITY COUNCIL MEETING**

### **April 17, 2017**

The Regular Session of the Glenpool City Council was held at Glenpool City Hall, 3<sup>rd</sup> Floor, 12205 S. Yukon Ave, Glenpool, Oklahoma. Councilors present: Jacqueline Triplett-Lund; Patricia Agee; Brandon Kearns; Momodou Ceesay, Vice Mayor and Timothy Fox, Mayor.

Staff present: Roger Kolman, City Manager; Lowell Peterson, City Attorney; Susan White, City Clerk; Lynn Burrow, Community Development Director; Rick Malone, City Planner; Dennis Waller, Police Chief; Paul Newton, Fire Chief; Debbie Pengelly, Human Resources Director and Lea Ann Reed, Public Relations Director. Julie Casteen, Finance Director was absent.

Also present were Father Sam Gordin; Ken Walters; David May, Civic Plus; Eric Enyart, Tanner Consulting LLC; Scott Boultinghouse and T.A. Hollis with BTC Broadband.

- A) Mayor Fox called the meeting to order at 6:04 p.m.**
- B) Susan White, City Clerk called the roll. Mayor Fox declared a quorum present.**
- C) Father Sam Gordin, Anglican Church of the Resurrection offered the Invocation.**
- D) Mayor Fox led the Pledge of Allegiance.**
- E) Community Development Report – Lynn Burrow, Community Development Director**
  - Mr. Burrow offered an update on the progress of numerous public and private construction projects throughout the city, including the AMR meter replacement project; South County Soccer Complex; South Elwood Mini Storage; St. Francis Health Center project; and Hotel at Phillips Corner Addition. He further reported on various applications received by the Planning Department and slated for review, as well as information concerning activities in the Building/Inspections, and Code Enforcement Departments.
- F) Treasurers Report – Julie Casteen, Finance Director**
  - Roger Kolman, City Manager presented the Treasurers Report for February 2017 revenues and expenditures in all Funds.
- G) City Manager Report – Roger Kolman, City Manager**
  - Mr. Kolman stated that the parking lot maintenance project for the Conference Center/City Hall facility will begin May 1<sup>st</sup>.
  - Mr. Kolman shared information he had received concerning the Environmental Expo which will be sponsored by the M.e.t. It will be held on Wednesday, April 19 from 11:00 am to 1:30 pm in downtown Tulsa between Fourth and Fifth Streets on Main.
  - Glenpool Chamber of Commerce is sponsoring the annual Trash Bash at Black Gold Park on Saturday, April 22 from 8:00 am to 1:00 pm. Glenpool residents are encouraged to bring excess regular trash items for disposal. The service is free to Glenpool residents.
  - The city-wide garage sale will be Saturday, April 22<sup>nd</sup>.
  - The annual Black Gold Car Show will be held Saturday, April 29.
- H) Mayor Report – Timothy Fox, Mayor**
  - Mayor Fox reminded the audience that the city-wide garage sale is this Saturday.

- He announced that the Chamber of Commerce is sponsoring a chili cook-off in conjunction with the car show on April 29.

**I) Council Comments**

- Councilor Lund announced that the Glenpool High School Jazz Band will be performing a free concert Tuesday, April 18 at 7:00 p.m. at the Glenpool Conference Center.

**J) Public Comments**

- Kenneth Walters updated the Council concerning the complaint he had brought earlier about potholes on his street. He learned that the Street Dept had responded within in two days of the report and ordered materials. Mr. and Mrs. Walters were both away from home when the city crews came by to inspect the street. Mr. Walters suggested that some form of communication should be left for residents if crews stop by while residents are away.

**K) Scheduled Business**

**1) Discussion and possible action to elect Mayor.**

**MOTION:** Councilor Agee moved, second by Vice Mayor Ceesay to elect Momodou Ceesay.

**FOR:** Vice-Mayor Ceesay; Councilor Agee

**AGAINST:** Councilor Lund; Mayor Fox; Councilor Kearns

**Motion failed.**

**MOTION:** Councilor Lund moved, second by Councilor Kearns to elect Tim Fox.

**FOR:** Mayor Fox; Councilor Kearns; Councilor Lund

**AGAINST:** Vice-Mayor Ceesay; Councilor Agee

**Motion carried.**

**2) Discussion and possible action to elect Vice Mayor.**

**MOTION:** Mayor Fox moved, second by Councilor Lund to elect Momodou Ceesay.

**FOR:** Mayor Fox; Councilor Kearns; Councilor Agee; Councilor Lund; Vice-Mayor Ceesay

**AGAINST:** None

**Motion carried.**

**3) Discussion and possible action to approve minutes from April 3, 2017 meeting.**

**MOTION:** Councilor Agee moved, second by Councilor Lund to approve minutes as presented.

**FOR:** Councilor Agee; Councilor Lund; Vice-Mayor Ceesay; Mayor Fox

**AGAINST:** None

**ABSTAIN:** Councilor Kearns (Absent on April 3, 2017)

**Motion carried.**

**4) Discussion and possible action to approve agreement with Paypoint HR to perform a compensation analysis and study at a fixed aggregate fee of \$32,500.**

Debbie Pengelly, Human Resources Officer submitted an agreement to perform a compensation study. She explained the study will provide the necessary tools for the City to maintain competitiveness in the labor market and attract top quality employees.

**MOTION:** Councilor Lund moved, second by Councilor Agee to approve an agreement with Paypoint HR to perform a compensation analysis and study at a fixed aggregate fee of \$32,500.

**FOR:** Councilor Kearns; Councilor Lund; Vice-Mayor Ceesay; Mayor Fox; Councilor Agee

**AGAINST:** None

**Motion carried.**

- 5) **Discussion and possible action to approve renewal of the employee health insurance with Community Care Health Insurance of Oklahoma, effective July 1, 2017 at the initial monthly premium of \$38,240.99, subject to change by subsequent hiring or attrition.**

Ms. Pengelly, HR Director stated that the employee health insurance renewal from Community Care Health Insurance of Oklahoma represented a nine percent increase over current year premiums. She further stated the renewal will maintain the same level of employee coverage and the increase is within established budget parameters.

**MOTION:** Vice Mayor Ceesay moved, second by Councilor Agee to approve renewal of the employee health insurance with Community Care Health Insurance of Oklahoma, effective July 1, 2017 at the initial monthly premium of \$38,240.99, subject to change by subsequent hiring or attrition.

**FOR:** Councilor Lund; Vice-Mayor Ceesay; Mayor Fox; Councilor Agee; Councilor Kearns

**AGAINST:** None

**Motion carried.**

- 6) **Discussion and possible action to approve agreement with CivicPlus for website design and hosting at a cost not to exceed \$24,521.**

Lea Ann Reed, Public Relations Director presented an agreement with CivicPlus for website design to be considered by Council. Mr. David May from CivicPlus presented an online demonstration of the product and answered questions from Council.

**MOTION:** Councilor Lund moved, second by Vice Mayor Ceesay to approve agreement with CivicPlus for website design and hosting at a cost not to exceed \$24,521.

**FOR:** Vice-Mayor Ceesay; Mayor Fox; Councilor Agee; Councilor Kearns; Councilor Lund

**AGAINST:** None

**Motion carried.**

- 7) **Discussion and possible action to approve final plat for South 75 Business Park Phase II, including 30.99 acres located at the SE corner of 166<sup>th</sup> Street and US 75.**

Rick Malone, City Planner requested approval for the final plat of South 75 Business Park Phase II, subject to conditions of staff and TAC review. Mr. Eric Enyart with Tanner Consulting, representing the applicant fielded questions from the Council.

**MOTION:** Councilor Kearns moved, second by Councilor Lund to approve final plat for South 75 business Park Phase II, including 30.99 acres located at the SE corner of 166<sup>th</sup> Street and US 75.

**FOR:** Mayor Fox; Councilor Agee; Councilor Kearns; Councilor Lund; Vice-Mayor Ceesay

**AGAINST:** None

**Motion carried.**

- 8) **Discussion and possible action to approve a three-year Business Service Agreement with BTC Broadband for telecommunication service at a cost of approximately \$2,406 monthly.**

Mr. Roger Kolman, City Manager explained that current city phone and internet services are split between two vendors. Proposals were solicited from Cox and BTC Broadband to

provide a standardized service with one carrier. The proposal offered by BTC was most favorable in all respects including an estimated \$8,500 annual savings for the first three years and an additional \$12,000 per year savings after the equipment is paid off, beginning the fourth year.

Mr. Kenneth Walters, Glenpool resident encouraged the Council to consider an exclusive agreement for the services with AT&T, noting that he was a retiree from AT&T.

**MOTION:** Vice Mayor Ceesay moved, second by Councilor Agee to approve a three-year Business Service Agreement with BTC Broadband for telecommunications service at a cost of approximately \$2,406 monthly.

**FOR:** Councilor Agee; Councilor Kearns; Councilor Lund; Vice-Mayor Ceesay; Mayor Fox  
**AGAINST:** None

**Motion carried.**

**9) Discussion and possible action to approve a three-year equipment lease with BTC Broadband for a Mitel phone system and related call recording systems at a monthly cost of \$999.34 and \$2,880.00 in set-up fees.**

Mr. Kolman stated the equipment lease if approved will replace the existing telephones throughout all of city campuses thereby providing consistency in services in each department.

**MOTION:** Vice Mayor Ceesay moved, second by Councilor Agee to approve a three-year equipment lease with BTC Broadband for a Mitel phone system and related call recording systems as presented.

**FOR:** Councilor Kearns; Councilor Lund; Vice-Mayor Ceesay; Mayor Fox; Councilor Agee  
**AGAINST:** None

**Motion carried.**

**10) Discussion and possible action to enter into Executive Session for the purpose of discussing the employment, promotion, demotion, disciplining, resignation or retention of a salaried public employee pursuant to Title 25, Sec. 307(B)(1) of the Oklahoma Statutes (Open Meeting Act), to wit, the annual performance evaluation of the Glenpool City Manager and notice regarding renewal or termination of the current City Manager Employment Agreement, as provided respectively by sections 12.A. and 1.D. of said Agreement.**

Lowell Peterson, City Attorney explained that Council consideration of the annual city manager employment agreement was a two-part process. The first part had been completed. He recommended convening into Executive Session to discuss the second part.

**MOTION:** Councilor Lund moved, second by Councilor Agee to convene in Executive Session for the purpose stated.

**FOR:** Councilor Lund; Vice-Mayor Ceesay; Mayor Fox; Councilor Agee; Councilor Kearns  
**AGAINST:** None

**Motion carried.**

City Councilors and the City Attorney exited to Executive Session. Mr. Kolman was eventually invited into Executive Session.

**11) Discussion and possible action to reconvene in Regular Session.**

**MOTION:** Councilor Agee moved, second by Councilor Lund to reconvene in Regular Session.

**FOR:** Vice-Mayor Ceesay; Mayor Fox; Councilor Agee; Councilor Kearns; Councilor Lund  
**AGAINST:** None

**Motion carried.**

**12) Discussion and possible action to renew the current City Manager Employment Agreement, in accordance with its terms, as affirmed or amended, for Fiscal Year 2017-2018, tabled from April 3, 2017 meeting.**

**MOTION:** Councilor Lund moved, second by Councilor Agee to renew the current City Manager Employment Agreement, as amended, including amendments discussed in Executive Session, for Fiscal Year 2017-2018.

**FOR:** Mayor Fox; Councilor Agee; Councilor Kearns; Councilor Lund; Vice-Mayor Ceesay

**AGAINST:** None

**Motion carried.**

**L) Adjournment.**

- Meeting was adjourned at 8:21 p.m.

---

Date

---

Mayor

ATTEST:

---

City Clerk