

## Minutes

THE CITY OF TUTTLE COUNCIL MEMBERS MET IN REGULAR SESSION ON **SEPTEMBER 14, 2015** at **6:00 P.M.** IN THE TUTTLE CITY HALL LOCATED AT 221 W. MAIN STREET.

MEMBERS PRESENT: TERESA BUCK, MARY SMITH, AARON MCLEROY AND TODD LITTLETON

MEMBERS ABSENT: T.J. CHESTER

STAFF PRESENT: TIM YOUNG, DAVID PERRYMAN, WENDY MARBLE, DON CLUCK, BRUCE ANTHONY, AARON SLATTERY, JASON O'NEAL, WILLIAM SMITH, RAY HATCHER AND JOSEPH LASHBROOK

OTHERS PRESENT: CHRIS ANGEL, TAMMY WALDRON, DANIEL HOELTING, ADAM HOELTING, GEORGE RUSSELL, BOBBY AND SANDY WILLIAMS, SHAWN FULKERSON, JAYSON KNIGHT AND OTHERS THAT DID NOT SIGN IN

**CALL TO ORDER Vice-Mayor Buck called the meeting to order at 6:03 p.m.**

**ROLL CALL Marble called the roll and declared a quorum present**

**PLEDGE OF ALLEGIANCE Boy Scouts led the pledge**

**INVOCATION Littleton gave the invocation**

### 1. INTRODUCTION OF GUESTS / HEARING OF CITIZENS OR DELEGATES

(This is an opportunity for citizens to address the City Council. If you wish to speak at this evening's meeting, please fill out a "Request to Speak" form. The forms are available from the City Clerk's table or at the entrance door. Please turn in your form prior to the start of the meeting. City Council rules and regulations limit visitor comments to a maximum of three minutes should be directed to the City Council as a whole. The Oklahoma Open Meeting Act prohibits the City Council from taking official action on requests made during this portion of the agenda unless otherwise noted on this agenda.)

### 2. PRESENTATIONS, PROCLAMATIONS AND RECOGNITION

a. Recognition of Eagle Scouts

**Eagle Scouts did not attend**

b. Presentation of FY 2014 audit

**Chris Angel presented the 2014 Audit to the council. He explained comments and recommendations.**

### 3. TUTTLE PUBLIC SCHOOLS

a. DISCUSSION and related CONSIDERATION request of the Tuttle Public Schools to waive building permit, construction, impact, utility connection and other related fees normally charged by the City of Tuttle and the Tuttle Public Works Authority in relation to the new Tuttle High School Project (NOTE: Utility fees will require independent action by the Tuttle Public Works Authority Board of Directors)

**Young presented the school thought they verbally requested waiving of fees and permits. Smith asked if this can be done. Perryman said state law allows. O'Neal presented breakdown of costs.**

**Motion was made by Smith, seconded by Littleton to TABLE Item 3a. Motion carried as follows:**

**Aye: Littleton, McLeroy, Smith and Buck**

**Nay: None**

- b. DISCUSSION and related CONSIDERATION potential partnership with the Tuttle Public Schools and surrounding property owners to construct a regional detention system at and near the new Tuttle High School

**Young presented potential to partner in cost with school. Perryman presented the structure would need to be designed cooperatively. Perryman presented state statute Title 11-45-104 planning commission approval required by state law.**

**Motion was made by Smith, seconded by Littleton to TABLE Item 3b. Motion carried as follows:**

**Aye: Littleton, McLeroy, Smith and Buck**

**Nay: None**

- c. DISCUSSION and related CONSIDERATION regarding additional infrastructure needs to serve the new Tuttle High School and other campuses for the Tuttle Public Schools

**Members and staff discussed infrastructure needs. No Action Taken**

- 4. Discussion and questions regarding items on the consent docket

5. CONSENT DOCKET

(This item is placed on the agenda so that the City Council, by unanimous consent, can designate routine items and those items requiring minimum discussion to be approved or acknowledged in one motion. If any item does not meet with approval of all Councilmembers, that item will be removed from the consent docket and considered in regular order)

- a. APPROVAL minutes for City Council meeting August 10, 2015
- b. APPROVAL minutes for Special City Council meeting August 31, 2015
- c. ACKNOWLEDGMENT receipt of payroll and claims for August 2015
- d. APPROVAL and RATIFICATION all action taken by the Tuttle Public Works Authority for August 2015
- e. TABLING regarding the development of User Agreements for Tuttle Parks for Silver City Tractor Club
- f. APPROVAL agreement with American Municipal Services for municipal court collections
- g. APPROVAL surplus Public Works vehicles and equipment
- h. APPROVAL Budget Amendment 2015-0525
- i. RATIFICATION of decision by City Manager to lower the speed limit on S Sara Rd from 45 MPH to 30 MPH while road is under construction
- j. APPROVAL of final plat for Prairie Hills Section II, ACCEPTANCE of the dedicated infrastructure, and APPROVAL of a 5-year bond street bond as recommended by the Planning Commission (PC 2015-26)
- k. APPROVAL notice and amendment to the City Council Meeting Schedule for the rest of calendar year 2015
- l. APPROVAL purchase of a new engine for a Fire Department crew cab pick-up truck not to exceed \$15,000
- m. APPROVAL award of contract to Rush Services Oklahoma, LLC to remove center lumber building and west pole barn at the former Tuttle Lumber Building site at SW 5<sup>th</sup> St and W Bond St not to exceed \$9,500
- n. ACKNOWLEDGEMENT receipt of Change Order #1 for roof replacement at the Tuttle Public Library Building

- o. APPROVAL acceptance of audit for FY 2014
- p. APPROVAL of **Resolution 2015-19** requesting the Association of Central Oklahoma Governments (ACOG) and the Oklahoma Department of Transportation to program Surface Transportation Program Urbanized Area (STP-UZA) safety funds for school zone safety projects near the new Tuttle High School
- q. APPROVAL Emergency Management Performance Grant quarterly report

**Motion was made by Smith, seconded by Buck to approve Consent Docket Items a,b,c,d,e,f,g,h,i,j,k,l,m,n.o,p and q. Motion carried as follows:  
 Aye: Littleton, McLeroy, Smith and Buck  
 Nay: None**

6. CONSIDERATION of Items Removed from Consent Docket

7. GENERAL GOVERNMENT

- a. DISCUSSION and related CONSIDERATION award of contract for the completion of the City Council desk in the Council Chambers

**Motion was made by Littleton, seconded by Smith to accept the bid from Bobby Heltcel in an amount not to exceed \$12,000. Motion carried as follows:  
 Aye: Littleton, McLeroy, Smith and Buck  
 Nay: None**

8. COMMUNITY DEVELOPMENT

- a. DISCUSSION and related CONSIDERATION **Ordinance 2015-15** (PC 2015-28) request of Riata Ranch Holdings to rezone approximately 18.5 acres located in the 1100 block of N Mustang Rd from the General Agricultural A-1 District to the Automotive and Commercial Recreation C-5 District

**Young introduced Crafton Tull's engineer Kendall Dylan. Dylan presented the commercial plan. Smith asked if a buffer is planned between commercial and residential. Dylan said a 60-80 foot buffer is planned.**

**Motion was made by Littleton, seconded by Smith to approve Ordinance 2015-15 for rezoning. Motion carried as follows:  
 Aye: Littleton, McLeroy, Smith and Buck  
 Nay: None**

- b. DISCUSSION and related CONSIDERATION **Ordinance 2015-16** (PC 2015-29) request of Riata Ranch Holdings to rezone approximately 33.1 acres located in the 1100 block of N Mustang Rd from the General Agricultural A-1 District to a Planned Development (PD-002) in the Single Family Residential R-1 District

**Kendall Dylan presented the residential plan.**

**Motion was made by Smith, seconded by Buck to approve Ordinance 2015-16 for rezoning. Motion carried as follows:  
 Aye: Littleton, McLeroy, Smith and Buck  
 Nay: None**

- c. DISCUSSION and related CONSIDERATION **Ordinance 2015-17** (PC 2015-30) request of Jay Brown to rezone approximately 4.95 acres located at 5116 E SH-37 from the Office C-1 District to the Automotive and Commercial Recreation C-5 District

**Young presented currently a vacant lot that is requesting a contractor's yard.**

**Motion was made by Smith, seconded by Littleton to approve Ordinance 2015-17 for rezoning. Motion carried as follows:  
Aye: Littleton, McLeroy, Smith and Buck  
Nay: None**

- d. DISCUSSION and related CONSIDERATION **Resolution 2015-20** (PC 2015-31) request of Jay Brown for a Specific Use Permit to operate a contractors business at 5116 E SH-37

**Motion was made by Smith, seconded by Buck to approve Resolution 2015-20 for the Specific Use Permit. Motion carried as follows:  
Aye: Littleton, McLeroy, Smith and Buck  
Nay: None**

- e. DISCUSSION and related CONSIDERATION **Ordinance 2015-09** (PC 2015-12) amendment to the Tuttle Zoning Code regarding home-based businesses and occupations

**Young presented reviewed by Planning Commission and made several changes. McLeroy requested tabling this.**

**Motion was made by Littleton, seconded by Smith to TABLE Item 8e until the next meeting. Motion carried as follows:  
Aye: Littleton, McLeroy, Smith and Buck  
Nay: None**

- f. DISCUSSION and related CONSIDERATION **Ordinance 2015-18** (PC 2015-32) amendment to the Tuttle Zoning Code regarding the discontinuation of non-conforming mobile homes

**Young presented the amendment.**

**Motion was made by Littleton, seconded by Buck to approve Ordinance 2015-18 amending the Tuttle Zoning Code. Motion carried as follows:  
Aye: Littleton, McLeroy, Smith and Buck  
Nay: None**

9. PUBLIC SAFETY

- a. DISCUSSION and related CONSIDERATION amending the authorization for Tuttle Fire Department to purchase a used ladder truck

**Anthony presented he has not located another truck but is still searching. No Action Taken**

- b. DISCUSSION and related CONSIDERATION authorization to purchase additional vehicles for the Tuttle Fire Department

**Anthony presented purchasing vehicles from Public Works rather than buying new vehicles.**

10. PARKS, CEMETERIES, & COMMUNITY FACILITIES

- a. DISCUSSION and related CONSIDERATION award of contract for earth and dirt work at new 40-acre park on N. Cemetery Rd

**Slattery presented three quotes were received and he recommends acceptance of the least expensive.**

**Motion was made by Smith, seconded by Littleton to approve Item 10a awarding the contract to JTM Services, the lowest bidder as recommended. Motion carried as follows:**

**Aye: Littleton, McLeroy, Smith and Buck**  
**Nay: None**

11. STREETS & DRAINAGE

- a. DISCUSSION and related CONSIDERATION award of contract for repairs to streets and bridges damaged during May 2015 storms

**Slattery presented four quotes were received and he recommends approval of the lowest bid from JTM Services. Young presented this will be a 75% reimbursement from FEMA that could take years to receive the money.**

**Motion was made by Smith, seconded by Buck to approve Item 11a awarding the contract to JTM Services, the lowest bidder as recommended.**

**Motion carried as follows:**

**Aye: Littleton, McLeroy, Smith and Buck**  
**Nay: None**

- b. DISCUSSION and related CONSIDERATION lease/purchase of a new 1-ton pick-up truck for the Streets Department

**Slattery presented the request for lease purchase of new truck.**

**Motion was made by Buck, seconded by Smith to approve truck lease/purchase agreement for streets department.**

**Motion carried as follows:**

**Aye: Littleton, McLeroy, Smith and Buck**  
**Nay: None**

**Motion was made by Smith, seconded by Littleton to approve five year funding to lowest bidder for truck lease/purchase for streets department.**

**Motion carried as follows:**

**Aye: Littleton, McLeroy, Smith and Buck**  
**Nay: None**

12. INFORMATION AND REPORTS

- a. City Manager and Department Reports  
b. Councilmember Reports

**Buck presented a school zone and speed limit sign needs to be installed on S.E. 4<sup>th</sup> Street. She asked about a cross walk on Highway 37. Young presented Oklahoma Department of Transportation makes the decision.**

**Smith inquired about ODOT speed limit study. Young presented he has not received a response.**

**Motion was made by Buck, seconded by Smith to recess at 7:40 P.M. and begin the Tuttle Public Works Authority Meeting.**

**Motion carried as follows:**

**Aye: Littleton, McLeroy, Smith and Buck**  
**Nay: None**

**Vice-Mayor Buck reconvened the Council meeting at 8:16 P.M. Item 7a was discussed and considered. See Item 7a on previous page.**

**Vice-Mayor Buck recessed the Council meeting at 8:20 P.M. to begin executive sessions.**

13. EXECUTIVE SESSIONS

(Section 307, Title 25, Oklahoma Statutes permits the public body to meet in executive session for certain specified reasons under certain specified conditions. Any formal action will occur in regular session)

a. CONSIDERATION to conduct an EXECUTIVE SESSION regarding collective bargaining with the International Association of Firefighters Local #5017 (Proposed Executive Session pursuant to 25 O.S. Section 307 (B)(2) to discuss negotiations between the City of Tuttle and representatives of an employee group. The City Council shall make a determination as to its intent to enter into executive session in open session. No action shall be taken in executive session and any action taken at the conclusion of the executive session must be taken in open session.)

1. CONSIDERATION action related to Executive Session Item 13a

b. CONSIDERATION to conduct an EXECUTIVE SESSION regarding collective bargaining with the Fraternal Order of Police Lodge #197 (Proposed Executive Session pursuant to 25 O.S. Section 307 (B)(2) to discuss negotiations between the City of Tuttle and representatives of an employee group. The City Council shall make a determination as to its intent to enter into executive session in open session. No action shall be taken in executive session and any action taken at the conclusion of the executive session must be taken in open session.)

1. CONSIDERATION action related to Executive Session Item 13b

**Vice-Mayor Buck reconvened the City Council meeting at 9:21 P.M.**

**David Perryman announced for the record that no other items were discussed in Executive Session except for what was stated on the agenda and no action was taken in Executive Session.**

**NEW BUSINESS**

**ANNOUNCEMENTS**

**ADJOURNMENT**

**Motion was made by Littleton, seconded by Smith to adjourn the City Council Meeting at 9:21 p.m.**

**Motion carried as follows:**

**Aye: Littleton, McLeroy, Smith and Buck**

**Nay: None**

Attest:

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Wendy Marble, City Clerk

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Tommy Joe Chester, Mayor