September 3, 2024

The **REGULAR** meeting of the **CHICKASHA CITY COUNCIL** was held in the council chambers in city hall on the 3rd day of September 2024 as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. Mayor Grayson called the meeting to order at 6:30 p.m.

ITEM 1. **Call to Order / Roll Call / Opening Prayer / Pledge of Allegiance**

MAYOR AND COUNCIL

PRESENT:
Zachary Grayson, Mayor
Georgianne Hebblethwaite, Vice-Mayor
Kelly Boyd
Oscar Nelson
Kea Ginn
John Smith
Erica Alexander
Charlie Burruss
Brian Gerdes

ABSENT: None

STAFF

PRESENT:
Keith Johnson, City Manager
Amanda Mullins, City Attorney
Rachel Berish, Asst. City Manager
Susan McDaniel, City Clerk
Tony Samaniego, Fire Chief
Lt. Gillian O'Brien, Police Dept.
Elaine Jensen, Finance Director
Spencer Winzenried, Parks & Rec Director
Lillie Huckaby, Library Director
Edward Perez, Emergency Management Director
Tracey Austin, HR Director
Shae Mortimer, Marketing and Civic Engagement Manager

ITEM 1. **Call to Order/Roll Call/Opening Prayer/Pledge of Allegiance:**

City Council Meeting 9-3-2024
6:30 p.m.

Roll call:

Boyd – Present
Nelson – Present
Ginn - Present
Hebblethwaite – Present
Smith - Present
Alexander – Present
Burruss - Present
Gerdes – Present
Grayson - Present

Council Member Boyd gave the invocation and Council Member Nelson the Pledge of Allegiance.

ITEM 2. Citizen Comments:

(City Council Rules and Regulations limit visitor comments to a maximum of three minutes.)

Katherine Cate, Chickasha – spoke about Sidewalk Ordinance.
Stephen Willmon, Chickasha – spoke about sidewalk ordinance.
Jim Cowan, Chickasha - spoke about TIF
Liz Lowe, Chickasha - spoke about TIF
Bud Lowe, Chickasha – spoke about TIF
Bertha Thomas, Chickasha – spoke about TIF
G. W Thomas, Chickasha – spoke about TIF – passed out a handout which will be included in the Minutes.

ITEM 3. Council Communications.

Vice Mayor Hebblethwaite asked about the mowing of the center median on Highway 81.

Council Member Boyd asked why we still include the Lowe and Thomas properties in the proposed TIF area.

Council Member Burruss was concerned why people weren't notified of the review process of the TIF area.

Mayor Grayson thanked the City Manager for providing the City employees with an appreciation lunch.

ITEM 4. Consent Docket: ITEM 4a through ITEM 4l.

ITEM 4a. **Acceptance of the minutes of the August 19, 2024, regular Council Meeting.**

ITEM 4b. **Acceptance of an updated Oklahoma Law Enforcement Telecommunications (OLETS) System Agreement and authorize the Chief of Police to execute the same.**

ITEM 4c. **Accept renewal of the VistaCom annual maintenance Agreement for the Police Department.**

ITEM 4d. **Authorize the surplus of withdrawn library books and received donations and donate to the Friends of the Library.**

ITEM 4e. **Appointment of Sierra Leatherwood to the Historical Preservation Committee replacing Pam McKissic with a term of June 30, 2026.**

ITEM 4f. **Approval of Non-Exclusive Service Agreement for Plan Review Services to Cornerstone Consulting.**

ITEM 4g. **Acceptance of 3 Standard Supplemental Easements and Right of Way Agreements with PSO.**

ITEM 4h. **Approve the request from the Chickasha Chamber of Commerce for the Annual Lighted Christmas Parade to be held along Chickasha Avenue on Saturday, December 7, 2024.**

ITEM 4i. **Approve a request from the Chickasha Chamber of Commerce to hold the Neewollah Festival on Saturday, October 26, 2024, from 3:30 p.m. to 6:30 p.m.**

ITEM 4j. **Approve a request from the Chickasha Chamber of Commerce to hold a "Fright Night Walking Parade" on Friday, October 11, 2024, from 7:00 p.m. to 7:30 p.m. from 6th Street to 1st Street on Chickasha Avenue.**

ITEM 4k. **Approve an agreement with Environmental Management Inc. to collect hazardous waste during the City of Chickasha's Fall Clean Up Event and authorize the Mayor to execute the same.**

ITEM 4l. **Acceptance of the Claims List.**

<u>*Motion by Council Member Alexander, second by Council Member Smith to approve the Consent Docket Item 4a – 4 d, 4 f – 4 i, and 4 k – 4 l.</u>

Roll call vote:

Ayes:"	Boyd, Nelson, Ginn, Hebblethwaite, Smith, Alexander, Gerdes, and Grayson.
"Nays:"	Burruss
"Abstain:"	None
Motion carried.	8-1

<u>ITEM 5.</u> **<u>Discussion/Approval of Items Removed from Consent Docket:</u>**

ITEM 4e. **Appointment of Sierra Leatherwood to the Historical Preservation Committee replacing Pam McKissic with a term of June 30, 2026.**

*Motion by Council Member Burruss, second by Council Member Gerdes to approve Item 4 e.

Roll call vote:

Ayes:”	Nelson, Ginn, Hebblethwaite, Smith, Alexander, Burruss, Gerdes, Boyd, and Grayson.
“Nays:”	None
“Abstain:”	None
Motion carried.	9-0

ITEM 4j. Approve a request from the Chickasha Chamber of Commerce to hold a “Fright Night Walking Parade” on Friday, October 11, 2024, from 7:00 p.m. to 7:30 p.m. from 6th Street to 1st Street on Chickasha Avenue.

Council Member Burruss leaves his seat at 7:08 p.m.

*Motion by Council Member Hebblethwaite, second by Council Member Ginn to approve Item 4 j.

Roll call vote:

Ayes:”	Ginn, Hebblethwaite, Smith, Alexander, Gerdes, Boyd, Nelson, and Grayson.
“Nays:”	None
“Abstain:”	None

Council Member Burruss is absent from his seat at Roll Call Vote.

Motion carried. 8-0

ITEM 6. Discussion and Consideration Items:

ITEM6a. Discussion, consideration, and possible approval to award bid COC-2402 – 100’ Aerial Fire Truck to Sutphen and Heartland Fire Trucks in the amount of $2,126,805.00.

Council Member Burruss returns to his seat at 7:12 p.m.

*Motion by Council Member Hebblethwaite and second by Council Member Ginn to award bid COC-2402 – 100’ Aerial Fire Truck to Sutphen and Heartland Fire Trucks in the amount of $2,126,805.00.

Roll call vote:

“Ayes:”	Hebblethwaite, Smith, Alexander, Burruss, Gerdes, Boyd, Nelson, Ginn, and Grayson

"Nays:"	None.
"Abstain:"	None.
Motion passed.	9-0

ITEM 6b. Discussion, consideration, and possible action to award bid COC-2403 – Engine/Pumper Truck to Sutphen/Heartland Fire Trucks for the amount of $1,016,797.00.

*Motion by Council Member Alexander and second by Council Member Hebblethwaite to award bid COC-2403 – Engine/Pumper Truck to Sutphen/Heartland Fire Trucks for the amount of $1,016,797.00.

Roll call vote:

"Ayes:"	Smith, Alexander, Burruss, Gerdes, Boyd, Nelson, Ginn, Hebblethwaite, and Grayson
"Nays:"	None.
"Abstain:"	None.
Motion passed.	9-0

ITEM 6c. Discussion, consideration, and possible action to approve an Easement Agreement with Towerpoint Acquisitions, LLC and authorize Resolution 2024-20R AUTHORIZING THE CITY MANAGER OF THE CITY OF CHICKASHA, OKLAHOMA TO SIGN SAID EASEMENT AGREEMENT ON BEHALF OF THE CITY OF CHICKASHA, OKLAHOMA AND TO EXECUTE ALL CLOSING DOCUMENTS RELATED TO SUCH EASEMENT AGREEMENT, INCLUDING AN ASSIGNMENT OF LEASE.

*Motion by Council Member Burruss to table the item.
Motion failed due to lack of a second motion.

**Motion by Hebblethwaite, and second by Council Member Ginn to approve an Easement Agreement with Towerpoint Acquisitions, LLC and authorize Resolution 2024-20R authorizing the City Manager of the City of Chickasha, Oklahoma to sign said easement agreement on behalf of the City of Chickasha, Oklahoma and to execute all closing documents related to such easement agreement, including an assignment of lease.

Roll call vote:

"Ayes:"	Alexander, Gerdes, Boyd, Nelson, Ginn, Hebblethwaite, Smith, and Grayson
"Nays:"	None.
"Abstain:"	Burruss.
Motion passed.	8-0-1

City Council Meeting 9-3-2024
6:30 p.m.

ITEM 6d. **Discussion, consideration, and possible action to approve Pay Request No. 5 in the amount of $26,961.00 - Construct 2-Box Hangar projects to W. L. McNatt.**

*Motion by Council Member Smith and second by Council Member Alexander to approve Pay Request No. 5 in the amount of $26,961.00 – Construct 2-Box Hangar project to W. L. McNatt.

Roll call vote:

"Ayes:"	Burruss, Gerdes, Boyd, Nelson, Ginn, Hebblethwaite, Smith, Alexander, and Grayson.
"Nays:"	None.
"Abstain:"	None.
Motion passed.	9-0

ITEM 6e. **Discussion, consideration, and possible action to approve Pay Request No. 5 in the amount of $54,233.25 – Construct T-Hangar project to Diversified Construction of Oklahoma, Inc.**

*Motion by Hebblethwaite and second by Council Member Alexander to approve Pay Request No. 5 in the amount of $54,233.25 – Construct T-Hangar project to Diversified Construction of Oklahoma, Inc.

Roll call vote:

"Ayes:"	Gerdes, Boyd, Nelson, Ginn, Hebblethwaite, Smith, Alexander, Burruss, and Grayson.
"Nays:"	None.
"Abstain:"	None.
Motion passed.	9-0

ITEM 6f. **Discussion, consideration, and possible action to award bid COC-2401 Lake Chickasha Dilapidated Dock Abatement to Slemp Welding Power Excavation in the amount of $49,500.00.**

*Motion by Council Member Alexander and second by Council Member Gerdes to award bid COC-2401 Lake Chickasha Dilapidated Dock Abatement to Slemp Welding Power Excavation in the amount of $49,500.00.

Roll call vote:

"Ayes:"	Boyd, Nelson, Ginn, Hebblethwaite, Smith, Alexander, Burruss, Gerdes, and Grayson.
"Nays:"	None.
"Abstain:"	None.
Motion passed.	9-0

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ITEM 6g.	**Discussion, consideration, and possible action to authorize the City Manager to negotiate a contract with Meshek and Associates for the RFQ COC-2404 Chickasha Flood Mitigation Initiative.**

<u>*Motion by Council Member Nelson and second by Council Member Alexander to authorize the City Manager to negotiate a contract with Meshek and Associates for the RFQ COC-2404 Chickasha Flood Mitigation Initiative.</u>

Roll call vote:

"Ayes:"	Nelson, Ginn, Hebblethwaite, Smith, Alexander, Burruss, Gerdes, Boyd, and Grayson.
"Nays:"	None.
"Abstain:"	None.
Motion passed.	9-0

ITEM 6h.	**Discussion, consideration, and possible action to approve Ordinance No. 2024-05: an Ordinance of the City of Chickasha, Oklahoma (the "City") approving utilization of apportioned tax revenues authorized by statewide vote adopting Article 10, Section 6C of the Oklahoma Constitution and implemented by the Local Development Act, 62 O.S. §850, et seq.; approving and adopting the Gateway to Chickasha Economic Development Project Plan and expressing intent to carry out the Project Plan; ratifying and confirming the actions, recommendations and findings of the Review Committee and the Planning Commission; designating and adopting two distinct increment district boundaries and the project area boundaries; deferring the naming and establishing the date for the creation of the increment districts; adopting certain findings; reserving to the City the authority to make minor amendments to the Project Plan; authorizing the City Council of the City to carry out and administer the Project Plan; establishing a tax apportionment fund; authorizing directions for prospective apportionment of tax increments; establishing an allocation of use for tax increments; declaring apportionment funds to be funds of the City and limiting the pledge of apportioned increments to increments actually apportioned by the City; authorizing the City Council of the City, or a public trust designated thereby, to implement the Project Plan utilizing apportioned tax increments to pay or reimburse project costs directly and/or to issue bonds or notes, if feasible and desirable, to pay project costs and to retire said bonds or notes from apportioned tax increments; establishing an effective date; providing for severability; and containing other provisions related thereto.**

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<u>*Motion by Council Member Hebblethwaite and second by Council Member Ginn to approve Ordinance 2024-05 as presented.</u>

Roll call vote:

"Ayes:"	Ginn, Hebblethwaite, Alexander, Grayson, and Nelson.
"Nays:"	Smith, Burruss, Gerdes, and Boyd.
"Abstain:"	None.
Motion passed.	5-4

<u>Meeting was recessed to enter into CMA and CMAA Meetings at 8:18 p.m.</u>

<u>Meeting was reconvened into regular session at 8:26 p.m.</u>

Roll Call:

Boyd -	**Present**
Nelson -	**Present**
Ginn -	**Present**
Hebblethwaite -	**Present**
Smith -	**Present**
Alexander -	**Present**
Burruss -	**Absent**
Gerdes -	**Present**
Grayson -	**Present**

EXECUTIVE SESSION:

ITEM 7a. Discussion, consideration and possible action to enter into executive session pursuant to 25 O.S. Section 307(B)(1) to discuss the employment or any individual salaried public officer or employee (evaluation of the performance of the City Manager, Keith Johnson).

<u>*Motion by Council Member Smith and second by Council Member Hebblethwaite to enter into Executive Session.</u>

Roll call vote:

"Ayes:"	Boyd, Nelson, Ginn, Hebblethwaite, Smith, Alexander, Gerdes, and Grayson.
"Nays:"	None.
"Abstain:"	None.
Motion passed.	8-0

Council Member Burruss was absent at the time of Roll Call Vote to enter into Executive Session.

<u>Entered into Executive Session at 8:27 p.m.</u>

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Reconvened open session at 10:19 p.m.

Council Member Burruss returned to his seat at 10:19 p.m.

ITEM 7b. Consideration to reconvene open session and take potential action on any item discussed in the Execution Session.

*Motion by Council Member Hebblethwaite and second by Council Member Ginn to increase the salary and car allowance of Keith Johnson by 5 percent effective with the next pay cycle.

Roll call vote:

"Ayes:"	Nelson, Ginn, Hebblethwaite, Smith, Alexander, Burruss, Gerdes, Boyd, and Grayson.
"Nays:"	None.
"Abstain:"	None.
Motion passed.	9-0

ITEM 8.

ITEM 8 Adjournment:

Motion by Council Member Boyd and second by Council Member Alexander to adjourn the meeting.

Meeting adjourned.

TIME: 10:19 p.m.

____
Zachary Grayson, Mayor

ATTEST:

____
Susan M. McDaniel, City Clerk

Approved this 16th day of September 2024.