

**CITY OF ADA
REGULAR MEETING
JUNE 18, 2018**

The Ada City Council met in regular session, Monday, June 18, 2018 at 5:45 p.m. at City Hall in the Dr. Ray L. Stout City Council Chamber. Advanced public notice was given by posting the agenda on the City Hall bulletin boards on Friday, June 15, 2018 at 3:10 p.m.

Council Members Present: Tre' Landrum, Randy McFarlin, Bryan Morris

Council Members Absent: Ben McFarlane, Guy Sewell

Mayor Landrum called the meeting to order at 5:45 p.m.

Mayor Landrum led the audience in the Pledge of Allegiance.

Mayor Landrum called for a moment of silence.

Discussion of and action on Consent Agenda

- 1. Consideration of the Minutes (June 4, 2018 meeting).**
- 2. Consideration of transfer of appropriations within the General Fund to the following departmental budgets: City Manager, Police, General Maintenance, General Government, Cemetery, Park, Library, Community Development, Public Safety, Personnel/Payroll, and City Attorney.**
- 3. Consideration of supplemental appropriation to the Special Revenue Funds 911 Emergency budget.**
- 4. Consideration of transfer of appropriations from the Special Revenue Fund Street & Alley Fund budget to the 911 Emergency Fund budget.**
- 5. Consideration of transfer of appropriations within the General Fund General Government budget.**
- 6. Consideration of transfer of appropriations to the General Fund Police budget.**
- 7. Consideration of authorization to proceed to Small Claims Court on Andy Lee for a delinquent account in the amount of \$353.52, including collection fees, for a total of \$477.25.**
- 8. Consideration of receipt of committee/board recommendations and reports:**

Ada Airport Commission Minutes, March 13, 2018

Ada Water Cluster Committee Minutes, June 7, 2018

Ada Zoning Board of Adjustment Minutes, May 10, 2018

9. Written reports from departments.

Motion was made by **Councilman McFarlin** seconded by **Councilman Morris** to approve the Consent Agenda as presented. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris

NAY: None

Motion carried 3-0.

Discussion of and action on items removed from the Consent Agenda

There were no items removed from the Consent Agenda.

Public hearing: Final Performance Report on Fiscal Year 2014 CDBG Grant No. 16077 Movie/Music Venue Project at Wintersmith Park

Mayor Landrum called for a motion to enter into a Public Hearing.

Motion was made by **Councilman Morris**, seconded by **Councilman McFarlin** to enter into a Public Hearing concerning the Final Performance Report on Fiscal Year 2014 CDBG Grant No. 16077 Movie/Music Venue Project at Wintersmith Park. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris

NAY: None

Motion carried 3-0.

Ms. Millie Vance spoke during the public hearing concerning the project involving improvements to the City's existing Wintersmith Park including the repurposing of the existing Monkey pit and converting it to a Movie/Music Venue. Ms. Vance spoke how the project serviced the entire city, with a total of \$114,879.00 CDBG funds spent on construction, with the City providing matching funds in the amount of \$148,303.49 for administration and construction of the Movie/Music Venue.

Mayor Landrum called for comments. There being none, a motion was made by **Councilman Morris**, seconded by **Councilman McFarlin** to close the public hearing. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris

NAY: None

Motion carried 3-0.

Discussion of and action on a close-out resolution approving and accepting Community Development Block Grant (CDBG) Project (No. 16077) as complete

Motion was made by **Councilman Morris**, seconded by **Councilman McFarlin** to adopt **Resolution No. 18-09A, a close-out resolution approving and accepting Community Development Block Grant (CDBG) Project (No. 16077) as complete.** Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris

NAY: None

Motion carried 3-0.

Public hearing: Final Performance Report on Fiscal Year 2016 CDBG Grant No. 16748 Playground Equipment Replacement and Dog Park Project at Wintersmith Park

Mayor Landrum called for a motion to enter into a public hearing.

The motion was made by **Councilman McFarlin**, seconded by **Councilman Morris** to enter into a public hearing concerning the Final Performance Report on Fiscal Year 2016 CDBG Grant No. 16748 Playground Equipment Replacement and Dog Park Project at Wintersmith Park. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris

NAY: None

Motion carried 3-0.

Ms. Vance provided information concerning the 2016 CDBG Grant No. 16748, stating \$94,138.00 was expended in CDBG grant funds, with the City matching funds in the amount of \$128,000.00. Ms. Vance reported the grant funds had provided two new playground areas and the construction of a new Dog Park at Wintersmith Park.

Parks and Public Facilities Director, Scott Lowrance, spoke about the project, stating how all the Departments within the City had worked together to finish this project.

Mayor Landrum called for comments. There being none presented, a motion was made by **Councilman Morris**, seconded by **Councilman McFarlin** to close the public hearing. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris

NAY: None

Motion carried 3-0.

Discussion of and action on a close-out resolution approving and accepting Community Development Block Grant (CDBG) Project (No. 16748) as complete

Motion was made by **Councilman Morris**, seconded by **Councilman McFarlin** to adopt **Resolution No. 18-10A, a close-out resolution approving and accepting Community Development Block Grant (CDBG) Project (No. 16748) as complete.** Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris

NAY: None

Motion carried 3-0.

Public hearing: Fiscal Year 2018 CDBG Grant - Proposed Fire Truck Purchase Project

Mayor Landrum called for a motion to enter into a Public Hearing. Motion was made by **Councilman McFarlin**, seconded by **Councilman Morris** to enter into a Public Hearing concerning the Fiscal Year 2018 CDBG Grant – Proposed Fire Truck Purchase Project. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris

NAY: None

Motion carried 3-0.

Ms. Vance presented information concerning the proposed purchase of a pumper fire truck, with CDBG grant funds providing in the amount of \$620,256.00, and the city providing matching funds in the amount of \$322,439.00. Ms. Vance stated the application would be submitted, and award announcement would follow in August.

Mayor Landrum asked for comments, there being none, a motion was made by **Councilman Morris**, seconded by **Councilman McFarlin** to close the public hearing concerning the Fiscal Year 2018 CDBG Grant – Proposed Fire Truck Purchase Project. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris

NAY: None

Motion carried 3-0.

Discussion of and action on adopting “City of Ada Citizen Participation Plan” for proposed Fiscal Year 2018 CDBG Projects

Motion was made by **Councilman Morris**, seconded by **Councilman McFarlin** to adopt “City of Ada “Citizen Participation Plan” for proposed Fiscal Year 2018 CDBG Projects. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Discussion of and action on adoption of resolution to apply for Fiscal Year 2018 CDBG Grant

Motion was made by **Councilman McFarlin**, seconded by **Councilman Morris** to adopt **Resolution No. 18-11A, a resolution to apply for Fiscal Year 2018 CDBG Grant**. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Discussion of and action on adoption of resolution committing leveraged (matching) funds for proposed Fiscal Year 2018 CDBG Fire Truck Purchase Project

Motion was made by **Councilman McFarlin**, seconded by **Councilman Morris** to adopt **Resolution No. 18-12A, a resolution committing leveraged (matching) funds for proposed Fiscal Year 2018 CDBG Fire Truck Purchase Project**. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Discussion of and action on adopting “Residential Anti-Displacement and Relocation Assistance Plan” for proposed Fiscal Year 2018 CDBG Fire Truck Purchase Project

Motion was made by **Councilman Morris**, seconded by **Councilman McFarlin** to adopt “Residential Anti-Displacement and Relocation Assistance Plan” for proposed Fiscal Year 2018 CDBG Fire Truck Purchase Project. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Discussion of and action on approval of Contract for Administrative Services with Millie Vance Incorporated to prepare the Fiscal Year 2018 CDBG grant application and administer project

Motion was made by **Councilman McFarlin**, seconded by **Councilman Morris** to approve Contract for Administrative Services with Millie Vance Incorporated to prepare the Fiscal Year 2018 CDBG grant application and administer project. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Discussion of and action on awarding of contract to MacHill Construction Company, Inc. for construction of the Irving Community Center in the amount of \$4,045,900.00; approval of Notice of Award to MacHill Construction Company, Inc.; approval of authorization for the Mayor to execute any and all necessary documents related to construction of Irving Community Center, including, but not limited to, the Contract and Notice to Proceed

City Manager Holcomb reported the City had received bids for the construction of the new Senior Citizen Center. The City Manager presented the bid from MacHill Construction.

Motion was made by **Councilman McFarlin**, seconded by **Councilman Morris** to award the contract to MacHill Construction Company, Inc. for construction of the Irving Community Center in the amount of \$4,045,900.00, as the lowest responsible bid for the City of Ada; approval of Notice of Award to MacHill Construction Company, Inc.; approval of authorization for the Mayor to execute any and all necessary documents related to construction of Irving Community Center, including, but not limited to, the Contract and Notice to Proceed. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Discussion of and action on a resolution of the City Council of the City of Ada, Oklahoma, replacing Resolution 18-06A, establishing a Joint Call-A-Ride Committee; providing for appointment and compensation; and providing for meetings, election of officers, and duties

City Manager Holcomb advised this resolution would add the Director as an additional member to the committee.

Motion was made by **Councilman McFarlin**, seconded by **Councilman Morris** to adopt **Resolution No. 18-13A, a resolution of the City Council of the City of Ada, Oklahoma, replacing Resolution 18-06A, establishing a Joint Call-A-Ride Committee; providing for appointment and compensation; and providing for meetings, election of officers, and duties.** Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Mayor Landrum presented agenda items eighteen through twenty-eight to be considered in one motion. The agenda items and contract amounts are as follows:

Discussion of and action on approval of Contract for Services with Ada Boys & Girls Club, Inc. - \$2,400.00/year

Discussion of and action on approval of Contract for Services with Addiction & Behavioral Health Center, Inc. - \$3,295.00/year

Discussion of and action on approval of Contract for Services with Ada Main Street - \$10,760.00/year

Discussion of and action on approval of Contract for Services with Family Crisis Center - \$3,575.00/year

Discussion of and action on approval of Agreement with Kiwanis Club of Greater Ada - \$1,710.00/year

Discussion of and action on approval of Contract and Agreement with McCall's Chapel School, Inc. (formerly New Horizons Unlimited Sheltered Workshop, Work Activity Center, Inc.) - \$21,387.00/year

Discussion of and action on approval of Agreement with Pontotoc Animal Welfare Society, Inc. - \$51,400.00/year

Discussion of and action on approval of Contract for Services with Pontotoc County Junior Livestock Show Committee - \$400.00/year

Discussion of and action on approval of Contract for Services with The Pontotoc County Public Transit Authority d/b/a Call-A-Ride Public Transit - \$35,397.00/year

Discussion of and action on approval of Contract for Services with Unity Point Counseling and Resource Center, Inc. (formerly Ada Area Youth Shelter, Inc.) - \$10,000.00/year

Discussion of and action on approval of Independent Contractor Agreement with William Neil "Skip" Griese - \$1,500.00/year

Motion was made by **Councilman Morris**, seconded by **Councilman McFarlin** to approve agenda items eighteen through twenty-eight as presented. Mayor Landrum called for the vote recorded:

AYE Landrum, McFarlin, Morris

NAY: None

Motion carried 3-0.

Discussion of and action on Agreement with Mid-America Telephone Company, Inc. (TDS Telecom) to provide Enhanced Emergency Number Service (E911) to their customers in Pontotoc County

Motion was made by **Councilman McFarlin**, seconded by **Councilman Morris** to approve Agreement with Mid-America Telephone Company, Inc. (TDS Telecom) to provide Enhanced Emergency Number Service (E911) to their customers in Pontotoc County. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Discussion of and action on approval of Aviation Support and Maintenance Services Contract with DBT Transportation Services

City Manager Holcomb advised DBT Transportation Services were under contract to maintain our VOR navigation facility and the datalink that supports the AWOS weather station. The City Manager explained the city currently pays \$18,500.00 annually, with the current contract expiring June 30, 2018. On recommendation from Airport Manager Yancy Wood, he recommends the city decommission the VOR and approve a new contract with DBT, renewing only the datalink service for \$1,200.00 per year.

City Manager Holcomb reported the VOR is a City-owned ground based facility commission in the 1960's to provide an instrument approach, but the FAA has since created two GPS approaches at the Ada Airport that are better than the VOR approach and are free. Mr. Holcomb also reported the distance measuring equipment component of our VOR is currently inoperative and would cost approximately \$10,000.00 to repair. Decommissioning the VOR would save the City \$17,300 for the VOR contract, several hundred dollars in electricity, and the occasional costs to repair break-downs.

Motion was made by **Councilman McFarlin**, seconded by **Councilman Morris** to approve the new contract in the amount of \$1,200.00, renewing only the Datalink Services with DBT Transportation. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Discussion of and action on approval of contract with William Marvin Johnson, LLC to provide maintenance for the Automated Weather Observation Station (AWOS) at the Airport

Motion was made by **Councilman McFarlin**, seconded by **Councilman Morris** to approve contract with William Marvin Johnson, LLC to provide maintenance for the Automated Weather Observation Station (AWOS) at the Airport. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Discussion of and action on a Cooperative Agreement with the U.S. Department of Agriculture - Animal and Plant Health Inspection Service - Wildlife Services, for large wildlife removal from the Airport

Motion was made by **Councilman Morris**, seconded by **Councilman McFarlin** to approve Cooperative Agreement with the U. S. Department of Agriculture – Animal and Plant Health Inspection Service – Wildlife Services, for large wildlife removal from the Airport. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Discussion of and action on a resolution establishing water, sewer and solid waste fees and charges as provided by the Code of Ordinances of the City of Ada, Oklahoma

City Manager Holcomb reported the proposed resolution clarifies that \$1.00 of the \$2.00 monthly charge for grapple service is being allocated to the Solid Waste Development Fund. Mr. Holcomb explained this is not a new charge, but it was not reflected previously and would clarify charges being assessed for deliveries at the landfill.

Motion was made by **Councilman McFarlin**, seconded by **Councilman Morris** to adopt **Resolution No. 18-14A, a resolution establishing water, sewer and solid waste fees and charges as provided by the Code of Ordinances of the City of Ada, Oklahoma**. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Discussion of and action on a resolution establishing miscellaneous fees and charges as provided by the Code of Ordinances of the City of Ada, Oklahoma

The City Manager reported the proposed resolution amends fees listed under Parks and Recreation by adding fees for rental of the Arts & Heritage facility and by adding fees for special events at the Aquatic Centers. Mr. Holcomb also reported the resolution also contains amended fees at the Airport by increasing the ground lease rate, which is adjusted annually by the March CPI.

Motion was made by **Councilman McFarlin**, seconded by **Councilman Morris** to adopt **Resolution No. 18-15A, a resolution establishing miscellaneous fees and charges as**

provided by the Code of Ordinances of the City of Ada, Oklahoma. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Discussion of and action on approval of Government Product Lease Agreement with Meter Rental Agreement for new postage machine

Purchasing Director Pam McKenzie spoke to the Council concerning the replacement of the postage machine in City Hall. Ms. McKenzie spoke about the issues with Pitney Bowes' software and customer service for the last several years and the need to contract with another company that has proven customer service record. Ms. McKenzie recommended the quote from OMECorp. at \$207.11 per month, a more expensive quote, but a contract that provided so much more and excellent customer service references.

Motion was made by **Councilman Morris**, seconded by **Councilman McFarlin** to approve Government Product Lease Agreement with Meter Rental Agreement for new postage machine with OMECorp., at \$207.11 per month. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Discussion of and action on request to surplus items for online auction, sale, or disposal

City Manager Holcomb referred to the list of surplus items in the agenda packet, stating the items were no longer in use or have mechanical issues or cannot be repaired. The list is as follows:

Inventory Tag #	ADA #	Year	Item Description	Serial Number	Dept	Location
		2005	12' Big Tex Utility Trailer	VIN # Plate Gone	32	Yard
			90 lb Jack Hammer		09	Yard
01076			Le Roi Compressor	3184X171	32	Yard
3-43023	3902	1999	1 T Chevy Crew Cab Pickup	1GCHC33R8XF077745	39	Yard
3-52754	3206	2002	¾ T Chevy Pickup	1GCGC24U52Z187278	34	Yard
CI12884	212	2010	Crown Vic	2FABP7BV0AX110058	02	Yard
3-62192	131	2007	Crown Vic	2FAFP71W17X115131	02	Yard
3-48726	3224	2000	International Dump Truck	1HTSCABN31H333037	09	Yard
3-58607	3240	2004	Ford Rodder Truck	1FDAF56P64ED46787	32	Yard
3-53593	3420	2002	1 T Chevy Pickup	1GBJC34U32E169059	34	Yard

3-48727	3222	2000	May Equipment Trailer	4C8PS2324YA003193	09	Yard
3-29390	38	1989	3/4T Chevy Pickup	1GCGC24K5KE172589	38	Yard
CI22104	2106	2013	Chevy Tahoe	1GNLC2E0XER216845	02	Yard
010134		2001	Dyna Pac Roller	64220415	39	Yard
010720	3931	2003	Bobcat Skid Loader	525811311	39	Yard
010391	3291	2000	Flusher Trailer	2182	32	LM Yard
3-64623	206	1999	Ford Expedition	1FMRU1869XLC21773	02	Police Lot
3-43006	1301	1997	Chevy S-10 Pickup	1GCCS19X0V8183339	13	Yard
3-43021	702	1998	½ T Ford Pickup	1FTZX1769WN892646	07	Yard

Motion was made by **Councilman McFarlin** and seconded by **Councilman Morris** to approve list of surplus items for online auction, sale, or disposal. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Discussion of and action on bids for concrete

Motion was made by **Councilman McFarlin**, seconded by **Councilman Morris** to award the bid for concrete to Dolese Concrete as the lowest responsible bid, from July 1 through December 31, 2018. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Discussion of and action on bids for mineral aggregate

Motion was made by **Councilman Morris**, seconded by **Councilman McFarlin** to award the bid for mineral aggregate as follows: Type A Aggregate Base and Washed Screenings to Vulcan Construction North Troy as the lowest responsible bid, Course Aggregate Fill to Martin Marietta Materials, Inc., as the lowest responsible bid and Clean Screenings to Dolese Brothers - Davis as the lowest responsible bid, from July 1 through December 31, 2018. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Discussion of and action on bids for material hauling

Motion was made by **Councilman McFarlin**, seconded by **Councilman Morris** awarded to KMB Trucking LLC, Atoka as the lowest responsible bid for material hauling from July 1 through December 31, 2018. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Discussion of and action on bids for truck trailer rental

Motion was made by **Councilman Morris**, seconded by **Councilman McFarlin** to award the bid for truck trailer rental to Cowboy Trucking, Maud as the lowest responsible bid, from July 1 through December 31, 2018. Mayor Landrum called for the vote recorded as follows:

AYE Landrum, McFarlin, Morris
NAY: None
Motion carried 3-0.

Reports by City Manager

Public Information Director Lisa Bratcher reminded the Council and citizens to access the City's web site, www.adaok.com or the City of Ada's Facebook page to find the listing of all upcoming events in the City of Ada.

City Manager Holcomb praised city staff and their efforts put forth in awarding a bid for construction of the New Senior Citizens Facility.

Persons to be heard on any matter not on the agenda

Addressing the Council speaking in opposition of the placement of the new transfer station location was Ms. Melissa Green Wilkerson, 823 S. Broadway, and Mr. Dennis Craig Whipple, 12346 CR 1520.

Adjournment

There being no further business to come before the Ada City Council, Mayor Landrum adjourned the meeting and requested members convene as the governing body of the Ada Public Works Authority.

Attest: Sally Pool, City Clerk

Tre' Landrum, Mayor