

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, October 12, 2021 at 5:30 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

Original agenda filed in the Office of the City Clerk at 4:30 PM on the 8th day of October, 2021.

1. Call to Order and Pledge of Allegiance
2. Roll Call

Attendee Name	Title	Status	Arrived
Sody Clements		Present	
Steven J. Goetzinger		Present	
E. Peter Hoffman		Present	

3. Minutes
 - a. September 14, 2021 City Council Minutes
 - b. September 24 , 2021 11:40 AM Special City Council Minutes
 - c. September 24 , 2021 12:00 PM Special City Council Minutes

MOTION: Goetzinger moved to approve the September 14, 2021, September 24, 2021 11:40am, and September 24, 2021 12:00pm minutes as presented. Clements seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman

4. Departmental Reports

Discussion, consideration, and possible approval or acceptance of the following:

- a. Police Department Report
- b. Municipal Court

- c. Fire Department
- d. Public Works
- e. Risk Manager
- f. New Resident List
- g. City Treasurer's Report
- h. Finance Director's Report
- i. Information System Manager's Report
- j. Engineers Report
- k. ACOG Report

Mayor Hoffman thanked City staff, Environmental, Health and Sustainability Commissioners, and Fertile Ground for their work at making the September 25th Hazardous Waste Collection event a success.

Mayor Hoffman reported that ACOG has been working with the City on the possibilities of federal grant money to be used for electric vehicles for the Police Department and Public Works Department along with charging stations.

Councilman Clements reminded the residents to lock their homes and cars for the safety of our residents and police officers.

MOTION: Clements moved to approve the September 2021 departmental reports as presented. Goetzinger seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

- 5. Total Warrants & Claims \$948,674.60
 - a. Discussion, consideration, and possible approval of the following:
Claims List for 2021-2022

a. General Fund	212,366.14
b. Street & Alley Fund	1,325.63
c. Designated Funds – Fire & General	166.89
d. Designated Funds – Police	127.90
e. Nichols Hills Municipal Authority	117,965.32
f. General Fund – CIP	1,836.98
g. Drainage Fee Fund	6,200.00
h. General Obligation Bond Funds	608,685.74

MOTION: Goetzinger moved to approve the total warrants and claims as presented. Clements seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman

6. Consent Docket - Construction

Discussion, consideration, and possible approval or action with respect to the following:

- a. Invoice No. 16536 with Frankfurt-Short-Bruza Associates, PC for Fire and City Hall Improvements in the amount of \$1,648.00, to be paid from 2016 GO Bonds and other funds.
- b. Amendment No. 1, the amount of \$15,853.15 for Project No. WC-1903, WC-2001 with Southwest Water Works LLC. This increases the original contract amount to \$466,989.90 to be paid from 2019 GO Bonds and other funds.

BACKGROUND: The amendment increases the contract to \$466,989.90. The original contract was \$427,091.75.

- c. Pay Estimate No. 2 (FINAL) for Project No. WC-1903, WC-2001 with Southwest Water Works, LLC., for Waterline Improvements to the Wilshire Boulevard 12" Tower and the Greystone Avenue Tower 8" Blow Off in the amount of \$99,689.12, and place maintenance bonds into effect.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from 2019 GO Bonds and other funds.

- d. Pay Estimate No. 8 (FINAL) for Project No. PC-2002 with Rudy Construction Co. for Paving Improvements to North Pennsylvania Avenue from Wilshire Boulevard to Westminster Place and the 1600 Block of Drury Lane in the amount of \$443,111.41, and place maintenance bonds into effect.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from 2019 and 2020 GO Bonds and other funds.

MOTION: Clements moved to approve item 6a - 6d Consent Docket Construction as presented. Goetzinger seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

7. Consent Docket - General

Discussion, consideration, and possible approval or action with respect to the following:

- a. A resolution authorizing the disposal and destruction of certain original records and papers of records prior to the retention period for such records established in the Revised Records Retention Manual, 2015; and directing the City Manager to take all actions necessary to provide for the disposal and destruction of such records.
- b. Recommendation from Court Clerk to write off uncollectible receivables of individuals who are deceased, in the amount of \$597.50.
- c. A resolution declaring certain supplies, materials, and equipment owned by the City to be surplus ("Surplus Property"); directing the City Manager to sell such Surplus Property at public auction; and directing the City Manager to dispose of any such Surplus Property which does not receive a successful bid.

- d. Request from Risk Manager Lindy Hough to purchase a 2022 Ford Explorer from Oklahoma State Contract SW-035, for an amount not to exceed \$28,621.00 as approved in the 2021-2022 General CIP budget and declare a 2014 Ford Escape surplus; and approval to trade or sell to the highest bidder.
- e. Request from Fire Chief Kevin Boydston to purchase 4 sets of Personal Protective Firefighting gear, not to exceed \$10,000.00, as approved in the FY 2021-2022 CIP budget.
- f. Request from Information Systems Manager Neil Gray to purchase Computer Room Access Control Equipment. The total will not exceed \$3,700.00 as approved in the 2021-2022 CIP budget.
- g. Request from Information Systems Manager Neil Gray to purchase and install system upgrades to the Zetron Radio consoles in the Police Department. The total will not exceed \$15,000.00 as approved in the 2021-2022 CIP budget.
- h. Schedule of 2022 Regular Nichols Hills City Council Meetings.

MOTION: Goetzinger moved to approve item 7a - 7h Consent Docket General as presented. Clements seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman

8. Citizens desiring to be heard

The purpose of this time is to allow members of the public to speak to the City Council on any matter that is not otherwise set for consideration on this Agenda.

No one expressed a desire to be heard.

9. Items for Separate Vote - Ordinances, Resolutions, and Other Matters
Consideration of adoption, approval, acceptance, rejection, amendment, and/or postponement of the following:

Discussion, consideration, and possible approval or action with respect to the following:

- a. PUBLIC HEARING: The issuance of a special permit to T-Mobile, represented by Branch Communication, for the purpose of replacing and/or adding new antennas and other equipment on existing tower located in the 1800 block of Westminster, Nichols Hills, Oklahoma, and entering an agreement with respect to the same.

Mr. Mark Kesner, Branch Communications Representative, presented the application, on behalf of T-Mobile, to the City Council members.

Following discussion among City Council members and applicant, Mayor Hoffman opened the public hearing.

No others expressing a desire to be heard, the public hearing was closed.

MOTION: Clements moved to approve agenda item 9a as presented. Goetzinger seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

- b. An application by the Tom and Judy Love Foundation to adopt a park, and related Park Adoption Agreement, for park property generally located along N.W. Grand Boulevard with boundaries at the following locations: from Huntington Avenue to Bedford Drive, between Center N.W. Grand Boulevard and East Grand Boulevard.

Mayor Hoffman reviewed the Tom and Judy Love Foundation Park Adoption Application and the related Park Adoption Agreement with the City Council members.

Mr. Scott Howard, landscape architect with Howard-Fairbairn Site Design, reviewed the proposed plans with the City Council members.

City Council members thanked the Tom and Judy Love Foundation for their generous donation.

MOTION: Goetzinger moved to approve agenda item 9b as presented. Clements seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman

- c. An Agreement for Professional Services with Howard - Fairbairn Site Design, Incorporated concerning landscape architectural services for Love Family Park.

MOTION: Clements moved to approve agenda item 9c as presented. Goetzinger seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

- d. Award contract to Oakley's Inc. for Western Avenue Project.

Mr. Jeff Oakley, owner of Oakley's Inc., presented the proposed landscaping plan for the Western Avenue Project.

MOTION: Clements moved to approve agenda item 9d on the condition that the City Manager and/or his staff notify the abutting property owners of the project. Goetzinger seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

- e. Authorizing Washington Prime Group to install approximately 20 banners within the city limits of the City of Nichols Hills between November 1, 2021 and November 15, 2021.

MOTION: Goetzinger moved to approve agenda item 9e as presented. Clements seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman

- f. Presentation by Nancy Herzel, Chairman of the Environment, Health, and Sustainability Commission, regarding Sustainability Planning.

Environment, Health, and Sustainability Commission Chairman Nancy Herzel presented the Sustainability Plan the Commission will be working on. Mrs. Herzel introduced John Kennedy as the Co-Chairman to help work with the Commission, staff, residents, and UCO students to help develop the Plan in different areas.

- g. A resolution authorizing the City Manager or Finance Director to apply for financial assistance from the Association of Central Oklahoma Governments' Public Fleet Conversion Grants Fund.

MOTION: Clements moved to approve agenda item 9g as presented. Goetzinger seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

- h. A resolution authorizing the acceptance of Coronavirus Local Fiscal Recovery Funds for Non-Entitlement Units of Government (ARPA Funds), the appropriate budget amendments, and the execution of all necessary agreements and related documents.

MOTION: Goetzinger moved to approve agenda item 9h as presented. Clements seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman

- i. A resolution awarding contract to the lowest responsible bidder for PC-2102 2021 G.O. Bond Issue Paving Improvement 1400, 1500 & 1600 Blocks of Bedford Drive and 1200 Block of Glenwood Avenue, and authorizing execution of the contract, bonds, and related instruments.

MOTION: Clements moved to award the contract for PC-2102 GO Bond Issue Paving Improvement 1400, 1500 & 1600 Blocks of Bedford Drive and 1200 Block of Glenwood Avenue as discussed in agenda item 9i to Rudy Construction, Co. for \$1,163,416.25. Goetzinger seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

- j. Resolution of the City Council of the City of Nichols Hills, Oklahoma regarding debt owed to the City by Nancy Pellow related to 1717 Coventry Lane and setting out the City's agreement for resolution of the debt and the terms by which that debt will be pardoned and released

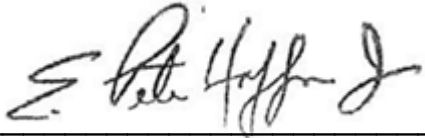
MOTION: Goetzinger moved to approve agenda item 9j as presented. Clements seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman

10. Adjournment

MOTION: There being no further business, Clements moved to adjourn the meeting. Goetzinger seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman



Mayor
City of Nichols Hills, Oklahoma



City Manager
City of Nichols Hills, Oklahoma



City Clerk
City of Nichols Hills, Oklahoma