

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, March 12, 2019 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 March, 2019.**

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. February 12, 2019

MOTION: Goetzinger moved to approve the February 12, 2019 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. Court Report
- c. Fire Department Report
- d. Public Works Report

- e. Risk Manager Report
- f. New Resident List
- g. Treasurer's Report
- h. Finance Director's Report
- i. Information System Manager's Report
- j. Engineer's Report
- k. ACOG Report
- l. Receive report from OG&E concerning underground electrical lines.

Mr. Pat Lewis, Community Affairs Manager, and Mr. Richard Cornelison, Economic Development Manager with OG&E gave a presentation on burying the electric lines in Nichols Hills city-wide. Mr. Lewis explained the removal of existing equipment and the process of burying the lines and placing new equipment throughout the City. Mr. Cornelison discussed the advances that OG&E has made with the smart meters to provide better coverage and the ability to communicate to the citizens. The first step in burying the service is to have the engineering design completed, which would cost \$1 - \$3 million. The estimated cost to complete the project would be \$25 - \$30 million to bury the OG&E lines.

City Manager Shane Pate reported the Planning Commission's thoughts, that it is not feasible to bury the lines at this time, but were willing to explore it more at City Council's request. Also, Planning Commission recommended the City notify the citizens of the option to bury their own lines at their expense, and to notify the citizens of OG&E tree trimming in the future.

City Council stated due to the cost, this was not something to consider at this time. They thanked Mr. Lewis and Mr. Cornelison for the information that they provided.

MOTION: Clements moved to approve the February 2019 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 \$483,424.53

a. Discussion, consideration, and possible approval of the following:

a. General Fund	194,906.73
b. Designated Funds	240.00
c. Nichols Hills Municipal Authority	45,845.88
d. General Fund Capital Improvement	117,657.08
f. General Obligation Bond Funds	124,774.84

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 of the following:

- a. Pay Estimate No. 3 for Project No. WW-1702 with Layne Christensen Co., for Water Well #23 in the amount of \$89,082.02.

BACKGROUND

City Engineer has verified quantities and recommends approval, to be paid from 2017 GO Bonds and other funds.

MOTION: Clements moved to approve item 6a 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 of the following:

- a. Authorizing Oklahoma City Memorial Marathon to install approximately 60 banners within the city limits of the City of Nichols Hills between April 16, 2019 and April 30, 2019.

Ms. Jordan Wood, Marathon Operations Director for the Oklahoma City National Memorial Foundation, presented the Banner Application for the April 16 - April 30, 2019 event. Ms. Wood explained the course would be changing for the first time due to outgrowing their finish line. The course will remain about the same throughout Nichols Hills. She stated that Governor Stitt will be partaking in the relay event.

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

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

- b. Discussion, consideration, and possible approval or disapproval of request from the Fire Chief to increase the purchase amount of the replacement Fire Chief vehicle with all necessary equipment by increasing the purchase price by \$3,000.

BACKGROUND

The estimated total cost of the Fire Chief Vehicle will be \$43,000. The additional cost of \$3,000 will be used to fully furnish the vehicle with emergency radios.

- c. Request from Public Works Director Randy Lawrence to purchase a Walk Behind Asphalt Roller and a Walk Behind Street Saw as approved in the FY 2018-2019 CIP budget.

BACKGROUND

The estimated cost of the Walk Behind Asphalt Roller is \$6,500. The estimated cost of the Walk Behind Street Saw is \$4,500.

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

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

Items listed in this section of this Agenda are usually discussed, considered, and voted on individually by the City Council.

Discussion, consideration, and possible approval of the following:

- a. Discussion, consideration, and possible approval or disapproval to change the authorized agent for Oklahoma Municipal Retirement Fund from Finance Director Kristi Hort to Assistant Finance Director Sherry Dickson and/or City Manager S. Shane Pate II.

MOTION: Goetzinger moved to approve item 9a, to name both Sherry Dickson and Shane Pate as authorized agents for Oklahoma Municipal Retirement Fund. Clements seconded the motion.

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

- b. Discussion, consideration, and possible approval or disapproval of a resolution amending the City's Investment Policy regarding requests for proposals for depository banking services.

City Treasurer Johnson Hightower presented the recommendation from the Investment Policy Committee that the RFP for banking services be conducted every 5 years for the primary operating accounts.

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

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

- c. Investment Policy Committee Appointment

Johnson Hightower, City Treasurer, presented the recommendation, from the Investment Policy Committee, to add John Waldo as a member to the Investment Policy Committee.

MOTION: Goetzinger moved to appoint John Waldo to the Investment Policy Committee. Clements seconded the motion.

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

- d. Discussion, consideration, and possible approval or disapproval of a flyer entitled, "Earth Day and Arbor Day" as recommended by the Environment, Health and Sustainability Commission, and directing staff to distribute such flyer to the public by including it in the next utility bill.

Environment, Health and Sustainability Commission Chairman Nancy Herzel presented the "Earth Day and Arbor Day" flyer to City Council. Chairman Herzel requested that the flyer be included in the next Utility Billing invoice to encourage residents to come out and support the event.

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

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

- e. Discussion, consideration, and possible approval or disapproval of a Revocable Right-of-Way Use Permit to NX Utilities, LLC, d/b/a/MCI/Metro Access Transmission Services/Verizon for the purpose of installing and maintaining an aerial cable telecommunication and fiber optic cable on the poles located in the public right-of-way along Northwest 63rd Street from Northwest Grand Boulevard to Harden Drive.

Donald Smock, Permit Coordinator for NX Utilities presented the Application for the Revocable Permit. This permit is for aerial lines along NW 63rd Street to North Grand Boulevard.

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. Discussion, consideration, and possible approval or disapproval of a Revocable Right-of-Way Use Permit to NX Utilities, LLC, d/b/a/MCI/Metro Access Transmission Services/Verizon for the purpose of installing and maintaining a directional bore cable telecommunication and fiber optic cable in the public right-of-way along Northwest 63rd Street from North Western to Northwest Grand Boulevard.

Permit Coordinator for NX Utilities, Donald Smock, presented the Application for Revocable Permit - Utility Right-of-way Use to City Council. This permit is for the burying of lines along NW 63rd from N Western Avenue to N Grand Boulevard.

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

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

- g. Discussion, consideration, and possible approval or disapproval of a resolution awarding contract to CGC, LLC, as the lowest responsible bidder for paving projects PC-1704 for the 6700 and 6800 blocks of West Grand Blvd, PC-1705 for 6500 block of West Grand Blvd, and PC-1802 for 1200 block of Sherwood Lane, and authorizing execution of the contract, bonds, and related instruments.

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

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

- h. Discussion, consideration, and possible approval or disapproval of a resolution awarding contract to Urban Contractors, LLC-, as the lowest responsible bidder for project SC-1801 for the city-wide sanitary sewer rehabilitation, and authorizing execution of the contract, bonds, and related instruments.

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

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

- i. Request to seek bids for FC-1901 for irrigation improvements 6500 - 6800 blocks of West Grand Blvd and receive and approve plans for the same.

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

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

- j. Discussion, consideration, and possible approval or disapproval of an ordinance amending Section 44-245 of the Nichols Hills City Code to add two all-stop intersections; clarifying that three-way stop intersections and four-way stop intersections are now referred to as "all-stop" intersections; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

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

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

1. Consider, discuss, and approve or disapprove the emergency section of the foregoing ordinance.

MOTION: Goetzinger moved to approve agenda item 9h 1 as presented. Clements seconded the motion.

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

k. Discussion, consideration, and possible action regarding permitted and prohibited exterior roof materials in residential zoning districts.

City Manager Shane Pate stated that staff has been receiving several building permits that have metal roofs which has caused some concerns among City Council members. City Council requested that a joint work session with Planning Commission along with contractors be scheduled to review the outside building materials.

MOTION: Goetzinger moved to direct staff to schedule a special meeting with Planning Commission to discuss permitted and prohibited exterior roof and other building materials in residential zoning districts. Clements seconded the motion.

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

10. Adjournment

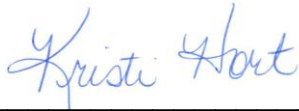
MOTION: There being no further business, Clements moved to adjourn the meeting. Goetzinger seconded the motion.



Mayor
City of Nichols Hills, Oklahoma



City Manager
City of Nichols Hills, Oklahoma



City Clerk
City of Nichols Hills, Oklahoma