

**AGENDA SUMMARY – MEETING OF THE CITY COUNCIL
GEORGE FINA MUNICIPAL BUILDING - 314 EDMOND ROAD NORTHWEST
Monday, February 26, 2018 6:30pm**

MEMBERS PRESENT: Mayor Valerie Thomerson, Councilman John Brown, Councilman Albert Gliemann, and Councilman Kevan Blasdel.

ABSENT: Mayor Pro Tem Bobby Williamson and Councilwoman Melissa Ashford,

STAFF PRESENT: City Clerk Jennifer Smith, Community Development Supervisor Kayla Cornett, City Attorney Mike Segler, City Engineer Mary Mach, City Manager Jason Orr, Public Works Director Bud Stubber, Police Chief Scott Singer, Fire Chief Andy Logan, and City Secretary Valorie Cumming.

1. **CALL TO ORDER** - Mayor Valerie Thomerson called the City Council meeting to order at 6:30 pm.
2. **ROLL CALL** - City Clerk Jennifer Smith called roll and a quorum was present.
3. **FLAG SALUTE** - Flag salute was led by Councilman John Brown.
4. **INVOCATION** – Invocation was led by Councilman Fire Chief Andy Logan.
5. **PRESENTATION/PROCLAMATIONS/OATHS/APPOINTMENTS**

- a) Discussion and appointment of designees to the City of Piedmont's 2018-2019 Fiscal Budget Committee.

Mayor Valerie Thomerson nominated John Bickerstaff, John Brown, Kevan Blasdel and any other City Council members. She also reminded everyone that it is the duty of the City Manager Jason Orr to create and present the final copy to the City Council.

Councilman John Brown requested the following dates be set for Budget Meetings

-3/13 @ 3pm

-3/20 @ 3pm

-4/12 the budget could be presented

Councilman John Brown made a motion to approve the dates and nominations for item a. Motion was **seconded** by Councilman Kevan Blasdel.

The Vote was:

AYE: Councilman John Brown, Councilman Albert Gliemann, and Councilman Kevan Blasdel.

NAY: None

- b) Discussion and nomination for a designee to the Board of Trustees for OMAG.

Councilman John Brown nominated City Manager Jason Orr.

Councilman John Brown made a motion to approve item b. Motion was **seconded** by Councilman Kevan Blasdel.

The Vote was:

AYE: Councilman John Brown, Councilman Albert Gliemann, and Councilman Kevan Blasdel.

NAY: None

6. CONSENT AGENDA - All items on the consent agenda are non-controversial and may be approved by one motion for items.

- a) Approval of Minutes for the City Council Meeting on January 22, 2018.
- b) Recognition/Approval of Purchase Order/Disbursements for the City (Claims List).
- c) Recognition/Approval of January 2018 Financial Statements.
- d) Approval of Joint Resolution No. 2-26-18 for an equipment fee.
- e) Approval of inter-local agreement between Canadian County and City of Piedmont for cross commissioning of officers.
- f) Approval of an Agreement for Municipal Code Management to update City of Piedmont's Subdivision Regulations.

Councilman John Brown made a motion to approve items a,c,e, and f of the consent agenda. Motion was **seconded** by Councilman Kevan Blasdel.

The Vote was:

AYE: Councilman John Brown, Councilman Albert Gliemann, and Councilman Kevan Blasdel.

NAY: None

7. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT AGENDA

Councilman Albert Gliemann pulled item b

-pg. 16 verified by Bud Stubber payments for \$8,095.48 were for repairs of roads in Emerald Pointe and East Wind

-pg. 19 verified by Bud Stubber the payment of \$4,937.13 was for booster station hook up generator switch

-pg. 17 questioned why we are paying \$2,557.50 for the Piedmont Park

City Manager Jason Orr addressed the Council

-this money is being paid to the grant writer

-coming out of the Parks and Recreation budget

Councilman Albert Gliemann made a motion to approve item b. Motion was **seconded** by Councilman John Brown.

The Vote was:

AYE: Councilman John Brown, Councilman Albert Gliemann, and Councilman Kevan Blasdel.

NAY: None

Councilman Kevan Blasdel pulled item d

-discussed last month and decided to change fire protection fee

-thinks we should keep it the way it originally is

-our intent is for the money raised to keep going to the Fire Department

City Attorney Mike Segler addressed the Council

-in 2007 created a resolution that added \$1.50 fee per month

- only for restricted services
- don't see a need to change it

City Councilman John Brown addressed the Council
-truck had gone down and we needed something quick
-decided to add this fee onto everyone

Councilman Kevan Blasdel made a motion to reject item d. Motion was **seconded** by Councilman John Brown.

The Vote was:

AYE: Councilman John Brown, Councilman Albert Gliemann, and Councilman Kevan Blasdel.

NAY: None

8. HEARING OF CITIZENS - Topics to include those items *not listed in the agenda.*

None

9. BUSINESS ITEMS –

- a) Discussion, consideration and possible action on an Ordinance No. 635 amending the City of Piedmont Code of Ordinances by amending Section 7-2(b) of the Zoning Ordinance by requiring an electronic copy of the layout or plot plan when an application for a building permit is submitted; providing for severability; repeal of conflicting ordinances; and declaring an emergency.

Community Development Supervisor Kayla Cornett addressed the Council
-looked and could not find anything in the past that was passed
-requires plot plan to be submitted in an electronic version
-no additional cost to City or resident

Councilman John Brown made a motion to approve item a. Motion was **seconded** by Councilman Kevan Blasdel.

The Vote was:

AYE: Councilman John Brown, Councilman Albert Gliemann, and Councilman Kevan Blasdel.

NAY: None

City Attorney Mike Segler informed the Council that they did not have enough people to declare item a an emergency as you need 4/5th majority.

- b) Discussion, consideration and possible action on an Ordinance No. 636 amending the City of Piedmont Code of Ordinances by adding Section ii-7 to the Subdivision Regulations requiring an electronic copy of the plat, plans, and checklist when an application for preliminary plat, final plat, or lot-split plat approval is submitted; providing for severability; repeal of conflicting

ordinances; and declaring an emergency.

Councilman John Brown made a motion to approve item b. Motion was **seconded** by Councilman Kevan Blasdel.

The Vote was:

AYE: Councilman John Brown, Councilman Albert Gliemann, and Councilman Kevan Blasdel.

NAY: None

- c) Discussion, consideration and possible action on Ordinance no. 637 amending the City of Piedmont code of ordinances by providing that zoning designation for lots thirteen (13), fourteen (14), fifteen (15), sixteen (16), seventeen (17), eighteen (18), nineteen (19), and twenty (20) of block twenty-four (24) in the Town of Piedmont, Canadian County, Oklahoma, be changed from RS-2 (single-family residential district) to RD-1 (two-family residential district); providing for severability; repeal of conflicting ordinances; and declaring an emergency.

Councilman John Brown made a motion to approve item c. Motion was **seconded** by Councilman Albert Gleichmann.

The Vote was:

AYE: Councilman John Brown and Councilman Albert Gliemann

NAY: Councilman Kevan Blasdel.

- d) Discussion, consideration and possible action on Ordinance No. 638 amending the City of Piedmont Code of Ordinances by providing that zoning designation for the South half (S/2) of the Northwest quarter (NW/4) of section twenty-eight (28), township fourteen (14) North, range five (5) West of the Indian meridian, Canadian County, Oklahoma, less and except the following described land, to-wit: a part of the Northwest quarter (NW/4), section twenty-eight (28), township fourteen (14) north, range five (5) West of the I.M., more particularly described as follows: beginning at the Southwest corner of said NW/4, thence n89°39'20"e along the South line of said NW/4 a distance of 385.00 feet; thence N00°00'00"E parallel to the West line of said NW/4 a distance of 120.00 feet; thence N45°10'11"W a distance of 42.30 feet; thence S89°39'20"W parallel to the South line of said NW/4 a distance of 355.00 feet to a point on the West line of said NW/4; thence s00°00'00"W along the west line of said NW/4 a distance of 150 feet to the point of beginning, located in Canadian County, State of Oklahoma be changed from A-1 (general agriculture district) to RE-2 (minimum size rural estates residential district); providing for severability; repeal of conflicting ordinances; and declaring an emergency.

Mayor Valerie Thomerson requested from now on out these be put in layman terms

Councilman John Brown addressed the Council

-approve 100 acres across from Methodist Church on Piedmont Road

-zoning from agricultural to ½ acre lots

Councilman John Brown made a motion to approve item d. Motion was **seconded** by Councilman Kevan Blasdel.

The Vote was:

AYE: Councilman John Brown, Councilman Albert Gliemann, and Councilman Kevan Blasdel.

NAY: None

e) Presentation, discussion, consideration, and possible action to accept 2016-2017 audit.

Chris Heim addressed the Council

- stepped in this evening as my father's flight was delayed
- thanked City Council and staff
- pg. 5 gives opinion of finances based on standards
 - financial statement presented fairly in all material respects clean opinion and unmodified
- pg. 7 net position increased by \$854,000
 - total net position of 15.8 million
 - unrestricted is 2.5 million or about 35%
 - healthy to meet government obligations
 - general fund has a \$970,000 unassigned balance which is 35% and healthy
- pg. 9 mdna summary condensed format
- pg. 10 changes in net increased \$854,000 as discussed
- pg. 12 major additions purchased during year
 - Police Department cars, Piedmont Road repair, brush pumper
 - summary of debt
- pg. 15 detailed financial statements and note disclosures
- pg. 65 look at new debt
 - compliant with grants
 - didn't identify anything not in compliance
 - didn't identify any deficiencies in internal controls
- letter from HBC to City Council or government required with audit
 - didn't receive any push back

City Councilman John Brown addressed the Council

- would like someone to come back and go over performeter

Councilman John Brown made a motion to approve item e. Motion was **seconded** by Councilman Kevan Blasdel.

The Vote was:

AYE: Councilman John Brown, Councilman Albert Gliemann, and Councilman Kevan Blasdel.

NAY: None

10. NEW BUSINESS –

- f) "New business," as used herein, shall mean any matter not known about or which could not have been reasonably foreseen prior to the time of posting. (25 O.S. 311a(9))

None

Councilman Kevan Blasdel made a motion to recess to the Piedmont Municipal Authority Meeting at 7:13pm. Motion was **seconded** by Councilman John Brown.

The Vote was:

AYE: Councilman John Brown, Councilman Albert Gliemann, and Councilman Kevan Blasdel.

NAY: None

11. PIEDMONT MUNICIPAL AUTHORITY

Trustee Albert Gleichmann made a motion to return to the City Council meeting at 7:16pm. Motion was **seconded** by Trustee John Brown.

The Vote was:

AYE: Councilman John Brown, Councilman Albert Gleichmann, and Councilman Kevan Blasdel.

NAY: None

Councilman John Brown made a motion to recess to an Executive Session at 7:17pm. Motion was **seconded** by Councilman Kevan Blasdel.

The Vote was:

AYE: Councilman John Brown, Councilman Albert Gleichmann, and Councilman Kevan Blasdel.

NAY: None

12. EXECUTIVE SESSION

- g) Discussion on pending investigation, claim or action with the City Attorney as provided for in 25 O.S., section 307 (b)(4).

Councilman Albert Gleichmann made a motion to return to the City Council meeting at 7:50pm. Motion was **seconded** by Councilman John Brown.

The Vote was:

AYE: Councilman John Brown, Councilman Albert Gleichmann, and Councilman Kevan Blasdel.

NAY: None

Mayor Valerie Thomerson informed everyone no action was taken.

13. ADMINISTRATION REPORT –

City Engineer May Mach addressed the Council

- chlorine project

- met with DEQ will address and update specification

- working with Public Works Director Bud Stubber look at cost effectiveness

- lift station

- resubmitted reports and have approval letter

- once approved letter sent out they will look at amending existing consent order to include the dates by which the proposed improvements will then be completed

- scope and fee getting and present at the next City Council meeting

- water plan

- technical memo # 2 wraps up plan evaluations and provides a cost per thousand on the 3 short listed alternatives provided to the City
- technical memo # 3 goes over the hydraulic analysis and outlined improvements for the distribution system to help meet some of the anticipated demands based on the 25-year plan
- like to have meeting scheduled with the committee prior to the presentation at City Council

Councilman John Brown asked how the lift station is coming along

City Engineer Mary Mach addressed the Council

- plans and specifications will take 6 months
- construction will take an additional 9 months
- Engineer reporting will include final changes we submitted to DEQ
- next fiscal year

14. COUNCILMEMBER COMMENTS-

Mayor Valerie Thomerson addressed the Council

- kudos to accounting and appreciate all of your hard work
- congratulated Fire Department on banquet awards

City Manager Jason Orr informed the Council the Fire Department extension is going out for bids.

Councilman Albert Gliemann addressed the Council

- had a discussion with Mark Hader and Kingfisher County Commissioner
 - have a new type of road material
 - worked well in Kansas
 - much cheaper
 - equal to black top
 - they are checking to see if the ground will take it
 - will get back with me on results
 - not cost us as much

Mayor Valerie Thomerson requested City Manager Jason Orr to get more information to bring back.

Councilman John Brown addressed the Council

- Veterans Association filed for building permit
 - not being rezoned
- Fire Department expansion will be coming out of this year's budget

Community Development Supervisor Kayla Cornett said the City is waiting for the deed.

15. ADJOURN –

Mayor Valerie Thomerson adjourned the City Council meeting at 8:04pm.

Mayor, Valerie Thomerson

Secretary, Valorie Cumming

**AGENDA SUMMARY- MEETING OF THE PIEDMONT MUNICIPAL AUTHORITY (PMA)
GEORGE FINA MUNICIPAL BUILDING - 314 Edmond Road NW
Monday, February 26, 2018 6:30pm
(Immediately following the City Council Meeting)**

MEMBERS PRESENT:

Mayor Valerie Thomerson, Trustee John Brown, Trustee Albert Gliemann, and Trustee Kevan Blasdel.

ABSENT:

Mayor Pro Tem Bobby Williamson and Trustee Melissa Ashford,

STAFF PRESENT:

City Clerk Jennifer Smith, Community Development Supervisor Kayla Cornett, City Attorney Mike Segler, City Engineer Mary Mach, City Manager Jason Orr, Public Works Director Bud Stubber, Police Chief Scott Singer, Fire Chief Andy Logan, and City Secretary Valorie Cumming.

1. **CALL TO ORDER** - Mayor Valerie Thomerson called the PMA meeting to order at 7:13pm.
2. **ROLL CALL** – City Clerk Jennifer Smith called roll. A quorum was present.
3. **CONSENT AGENDA** - All items on the consent agenda are non-controversial and may be approved by one motion.
 - a) Approval of Minutes for the Piedmont Municipal Authority Meeting on January 22, 2018.
 - b) Recognition/Approval of Purchase Order/Disbursements for the City (Claims List).
 - c) Recognition/Approval of January 2018 Financial Statements.
 - d) Approval of Joint Resolution No. 2-26-18 for an equipment fee.

City Attorney Mike Segler pulled item d.

Trustee John Brown made a motion to approve the consent agenda. Motion was **seconded** by Trustee Kevan Blasdel.

The Vote was:

AYE: Trustee John Brown, Trustee Albert Gliemann, and Trustee Kevan Blasdel.

NAY: None

4. **CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT AGENDA** –

None

5. **BUSINESS ITEMS** –

- a) Presentation, discussion, consideration, and possible action to accept 2016-2017 audit.

Trustee John Brown made a motion to approve item a. Motion was **seconded** by Trustee Kevan Blasdel.

The Vote was:

AYE: Trustee John Brown, Trustee Albert Gliemann, and Trustee Kevan Blasdel.

NAY: None

6. **NEW BUSINESS** –

- a) “New business,” as used herein, shall mean any matter not known about or which could not have been reasonably foreseen prior to the time of posting. (25 O.S. 311a(9))

None

7. **TRUSTEE COMMENTS-**

None

8. **AJOURN-**

Trustee John Brown made a motion to recess to the Piedmont Special Projects Authority at 7:15pm. Motion was **seconded** by Trustee Kevan Blasdel.

The Vote was:

AYE: Councilman John Brown, Councilman Albert Gliemann, and Councilman Kevan Blasdel.

NAY: None

Mayor, Valerie Thomerson

Secretary, Valerie Cumming