

THE CITY COMMISSION OF THE CITY OF WOODWARD, WOODWARD COUNTY, OKLAHOMA, MET IN REGULAR SESSION IN THE COMMISSION CHAMBERS OF CITY HALL ON MONDAY, JUNE 18, 2018, AT 7:00 P.M.

(As prescribed by law, meeting notice and agenda were filed with the Office of the City Clerk at 8:25 a.m., and posted at City Hall at 9:00 a.m. on June 15, 2018.)

Mayor Pro-Tem Hill called the meeting to order declaring a quorum present.

|          |                   |               |
|----------|-------------------|---------------|
| PRESENT: | Roscoe Hill       | Mayor Pro-Tem |
|          | Steve Bogdahn     | Commissioner  |
|          | John Brown        | Commissioner  |
|          | Alan Riffel       | City Manager  |
|          | Catherine Coleman | City Clerk    |
|          | Aaron Sims        | City Attorney |

|         |                     |              |
|---------|---------------------|--------------|
| ABSENT: | John Meinders       | Mayor        |
|         | Michelle Williamson | Commissioner |

Mayor Pro-Tem Hill presented a Certificate of Achievement to Court Clerk Andrea Murlin for earning the Mastery Court Clerk designation from the Oklahoma Municipal Court Clerks Association.

The Consent Docket was presented to the Commission for consideration.

Items on the Consent Docket were as follows:

- A. Approve minutes of the regular meeting of June 4, 2018.
- B. Approve Financial Reports for the month of May, 2018.
- C. Approve reappointments of Brenda Evans and Ronnie Brittain to the Parks and Beautification Board.
- D. Approve reappointment of Curt Terry to the Woodward County E911 Board.
- E. Approve adoption of Resolution No 2018-14 supporting continued participation in the Main Street Program.
- F. Approve Facilities Use Agreement between the City of Woodward and Twisted 2K Productions.
- G. Approve Facilities Use Agreement between the City of Woodward and Horsepower Promotions.

There being no items removed, Commissioner Brown made a motion, seconded by Commissioner Bogdahn, to approve the Consent Docket as presented.

#### ROLL CALL

|         |                      |
|---------|----------------------|
| AYES:   | Brown, Bogdahn, Hill |
| NAYS:   | None                 |
| ABSENT: | Meinders, Williamson |

The motion carried.

Item three on the agenda was to consider and take action with respect to approval or disapproval of Contract for Economic Development Services between the City of Woodward and Woodward Chamber of Commerce. City Manager Riffel announced that this was the annual renewal of the contract. C.J. Montgomery addressed the Commission, thanking the City for the continued support and successful partnership. Commissioner Bogdahn made a motion, seconded by Commissioner Brown, to renew the contract as presented.

## ROLL CALL

AYES: Bogdahn, Brown, Hill  
NAYS: None  
ABSENT: Meinders, Hill

The motion carried.

Item four on the agenda was to consider and take action with respect approval or disapproval of Contract for Professional Services between the City of Woodward and the Woodward Main Street Program. Main Street Member Jennifer Thompson explained to the Commission that the organization is in the process of reorganizing and rebuilding. With the help of Linda Barnett from the state office, and a newly elected board, the organization hopes to become more productive in the coming year. Commissioner Brown made a motion, seconded by Commissioner Bogdahn, to approve the contract as presented.

## ROLL CALL

AYES: Brown, Bogdahn, Hill  
NAYS: None  
ABSENT: Meinders, Williamson

The motion carried.

Item five on the agenda was to consider and take action with respect to approval or disapproval of Contract for Economic, Industrial, and Community development Services between the City of Woodward, Woodward Municipal Authority, and the Woodward Industrial Foundation. City Manager Riffel explained that this was the annual renewal, with no change in terms. Alan Case addressed the Commission briefly commenting on the economic downturn in recent years, and the challenge that Woodward is located so far from an airport. Commissioner Bogdahn made a motion, seconded by Commissioner Brown, to approve the contract as presented.

## ROLL CALL

AYES: Bogdahn, Brown, Hill  
NAYS: None  
ABSENT: Meinders, Williamson

The motion carried.

Item six on the agenda was to consider and take action with respect to adoption of Ordinance No. 1665 of the City Commission of the City of Woodward, Oklahoma, amending Title III, Chapter 35, "Municipal Court", of the Code of Ordinances of the City of Woodward, Oklahoma, Section 35.23, "Municipal Bail Bond" and Section 35.99, "Municipal Bail Bond Schedule; and declaring an emergency. City Attorney Sims recommended that since there were only three commissioners in attendance; and that the emergency clause required a four fifths majority to pass, that consideration of the ordinance be tabled until the next meeting. Commissioner Bogdahn made a motion, seconded by Commissioner Brown, to table consideration of Ordinance No. 1665.

## ROLL CALL

AYES: Hill, Bogdahn, Brown  
NAYS: None  
ABSENT: Meinders, Williamson

The motion carried

Item seven on the agenda was to consider and take action with respect to approval or disapproval of Concrete Bids. Requests for bids were properly advertised, and bids were opened on Thursday, June 7, 2018, for concrete for the second half of 2018. Following review, Director of Transportation Kevin Kornele recommends awarding the bid to Kline Materials, as they submitted the best bid meeting all specifications. Commissioner Brown made a motion, seconded by Commissioner Bogdahn, to award the bid as recommended.

## ROLL CALL

AYES: Brown, Bogdahn, Hill  
NAYS: None  
ABSENT: Meinders, Williamson

The motion carried.

Item eight on the agenda was to consider and take action with respect to approval or disapproval of rescinding approval of Quit Claim Deed for a tract of land situated in Section Thirty-Six (36), Township Twenty-Three (23) North, Range Twenty-One (21) W.I.M., Woodward County, Oklahoma. City Attorney Sims explained that the quit claim deed for this property had been brought to the Commission for approval at the May 24<sup>th</sup> meeting. However, upon further research it has been determined that the property had been deeded to the school in the 1970's, and then to the County. Therefore, there was no need for the deed between the County and the City. Commissioner Bogdahn made a motion, seconded by Commissioner Brown, to approve rescinding the Quit Claim Deed as requested.

## ROLL CALL

AYES: Bogdahn, Brown, Hill  
NAYS: None  
ABSENT: Meinders, Williamson

The motion carried.

Item nine on the agenda was to consider and take action with respect to approval or disapproval of Interlocal Governmental Agreement between the City of Woodward and Northwest Center for Behavioral Health/Lighthouse relative to inmate crew transportation. City Manager Riffel explained that this is a renewal of an agreement that reimburses the City \$50.00 per month for inmate crew transportation. Commissioner Brown made a motion, seconded by Commissioner Bogdahn, to renew the agreement as presented.

## ROLL CALL

AYES: Brown, Bogdahn, Hill  
NAYS: None  
ABSENT: Meinders, Williamson

The motion carried.

Item ten on the agenda was to consider and take action with respect to approval or disapproval of Interlocal Governmental Agreement between the City of Woodward and the Board of County Commissioners for Woodward County relative to inmate crew transportation. City Manager Riffel explained that this will renew the agreement to reimburse the City \$200.00 per month for inmate crew transportation. Commissioner Bogdahn made a motion, seconded by Commissioner Brown, to renew the agreement as presented.

#### ROLL CALL

AYES: Bogdahn, Brown, Hill  
NAYS: None  
ABSENT: Meinders, Williamson

The motion carried.

Item eleven on the agenda was to consider and take action with respect to approval or disapproval of Change Order No. 1 from Cardinal Engineering, Inc. relative to Waterline Replacement for Spruce Drive, Project CEL 12160, Phase 124. City Manager Riffel explained that the change order, amounting to \$4,700.00 would extend the original project an additional eighty feet. In addition, the contractor was requesting an extension of thirty days to complete the additional work. Commissioner Brown made a motion, seconded by Commissioner Bogdahn, to approve Change Order No. 1.

#### ROLL CALL

AYES: Brown, Bogdahn, Hill  
NAYS: None  
ABSENT: Meinders, Williamson

The motion carried.

Item twelve on the agenda was to consider and take action with respect to approval or disapproval of Interlocal Agreement between the City of Woodward and the Board of Woodward County Commissioners relative to the Community Service Sentencing Program (CSSP). City Manager Riffel explained that during the summer months Judge Erin Kirksey would prefer to have the community service program operate two days a week instead of only on Saturdays. The City will begin this program; however the County has opted to continue paying for only eight hours per week. The renewal agreement as presented removes the stipulation of working only on Saturdays, allowing for the eight hours to be any day of the week. Commissioner Bogdahn made a motion, seconded by Commissioner Brown, to approve the agreement as presented.

#### ROLL CALL

AYES: Bogdahn, Brown, Hill  
NAYS: None  
ABSENT: Meinders, Williamson

The motion carried.

Item thirteen on the agenda was to consider and take action with respect to approval or disapproval of Letter of Engagement between the City of Woodward and FSW&B Certified Public Accountants relative to the requested

audit of the Woodward Golf and Country Club. City Manager Riffel explained that the engagement letter covered the list of agreed upon procedures established at the time of the Golf Course funding. He further explained that this is a one-time audit and should be completed by the end of the month. Commissioner Brown made a motion, seconded by Commissioner Bogdahn, to approve the Letter of Engagement as presented.

The motion carried.

There being no further business, the meeting was adjourned by Mayor Pro-Tem Hill.

s/ Roscoe Hill  
Roscoe Hill, Mayor Pro-Tem

s/ Catherine Coleman  
Catherine Coleman, City Clerk

Approved this 2<sup>nd</sup> day of July, 2018.

s/ Catherine Coleman  
Catherine Coleman, City Clerk