**CITY OF** **SPENCER**

**Regular Joint City Council & Utility Authority Meeting**

**Thursday, February 18, 2021 at 7:00 p.m.**

Pursuant to legal notice required by the Oklahoma Open Meeting Act, including posting of an agenda as required by the terms, thereof, the Spencer City Council & Utility Authority met in regular session on February 18, 2021, via Zoom virtual meeting.

**Item No.**

1. Meeting was called to order at 7:05 p.m.
2. Roll Call and declaration that a quorum is present.

|  |  |  |
| --- | --- | --- |
|  | **Present** | **Absent** |
| Chairman/Mayor Calvin | X |  |
| Vice Chairman/Mayor Scanlan | X |  |
| Trustee/Council Member Talley |  | X |
| Trustee/Council Member Fair | X |  |
| Trustee/Council Member Canaday | X |  |

**A quorum was declared and the meeting went forward.**

1. The Flag Salute lead by Vice Mayor Scanlan and Invocation by Chairman/Mayor Calvin
2. Citizens desiring to be heard: Citizens desiring to be heard will be given three (3) minutes to speak on any item on the agenda. Citizens must have signed up by 12 Noon the Wednesday before the meeting in order to be recognized. Public Participation Resolution # 35-07-05.

**None**

1. **NEW BUSINESS.** Discussion, consideration, and possible of New Business item/s, and direct City Staff to take appropriate action... (“New Business,” as used herein, shall mean any matter not know about or which could not have been reasonably foreseen prior to the time of posting.)

**None**

1. **CONSENT DOCKET:** (individual items may be deleted from the Consent Docket under item #6).

6.1. Approval/Ratification of the Joint City Council & Utility Authority meeting minutes from January 15, 2021. (GG) **REMOVED and Tabled until the Next Meeting**

6.2. Approval/Ratification of January 2021 bi-weekly Payroll and Accounts Payables. (GG)

6.3. Approval/Ratification of Fire Equipment Agreement from Okla. County Office of Emergency Management. **REMOVED for more discussion**

**Vice Chairman/Mayor Scanlan motioned to approve CONSENT DOCKET item 6.2. Chairman/Mayor Calvin seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Trustee/Council Member Canaday Nays:**

1. Discussion on items to be removed from the Consent Document. (GO & UA)

6.3. Approval/Ratification of Fire Equipment Agreement from Okla. County Office of Emergency Management.

**Vice Chairman/Mayor Scanlan motioned to Approval/Ratification of Fire Equipment Agreement from Okla. County Office of Emergency Management. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Fair Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays:**

**8. BUSINESS AGENDA:** Discussion, consideration and possible action:

8.1. Report on Kringlen Park Update

**Report Only:** City Mr. Long stated that there were some difficulties coordinating with OG&E power and meter system. That problem has now been resolved. Also, coordinated to make sure all power has been disconnected. Talked with Midwest Wrecking meet with them on site. Talked about what portion will be left standing and what will be removed. After the weather lifts, they will meet up to mark all items be removed in the demolition process.

8.2. Discussion, consideration, and possible action of Public Nuisance Hearing on:

a. Illegal Dump at 5309 Sunset Terrace, Spencer, OK **with $6500 fine**

b. Illegal Dump at 5351 Sunset Terrace, Spencer, OK **with $6500 clean property**

c. TWG at 5125 Sunset Terrace, Spencer, OK **with $2600 clean property**

**Discussion:** A detail report regarding items a, b & c are in the Council packets.

1. **Trustee/Council Member Canaday motioned for** possible action of Public Nuisance Hearing – item a.  **Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Fair Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays:**
2. **Trustee/Council Member Canaday motioned for possible action of Public Nuisance Hearing – item b. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Fair Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays:**
3. **Vice Chairman/Mayor Scanlan motioned for possible action of Public Nuisance Hearing – item c. Trustee/Council Member Canaday seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays:**

8.3. Lot Split Request: Fidel Lamas Robles and Carlos E Lamas Robles for 20- acres being split into two (2) parcels of land: Tract #1 – 8719 NE 36th Street and Tract #2 – 8720-8830 NE 36th Street, Spencer, OK.

**Discussion**: Submitted from the Planning Commission on February 4, 2021. Details are in the Council agenda packet. 20 acres that will be divided into 15 acres used for commercial and 5 acres for Single family dwelling.

**Vice Chairman/Mayor Scanlan motioned to approve Lot Split Request: Fidel Lamas Robles and Carlos E Lamas Robles for 20- acres being split into two (2) parcels of land: Tract #1 – 8719 NE 36th Street and Tract #2 – 8720-8830 NE 36th Street, Spencer, OK. Trustee/Council Member Canaday seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays:**

8.4. Redistricting (Rezoning) Public Hearing Requesting change in zoning from C-3, General Commercial District to R-1 Single Family Dwelling District at 8710 NE 36th Street, Spencer, Oklahoma by Fidel Lamas Robles and Carlos E Lamas Robles.

**Discussion**: Submitted from the Planning Commission on February 4, 2021. Details are in the Council agenda packet.

**Trustee/Council Member Fair motioned to approve Redistricting (Rezoning) Public Hearing Requesting change in zoning from C-3, General Commercial District to R-1 Single Family Dwelling District at 8710 NE 36th Street, Spencer, Oklahoma by Fidel Lamas Robles and Carlos E Lamas Robles. Vice Chairman/Mayor Scanlan seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays:**

8.5 Proposed Ordinance Changing Zoning District from C-3 to R-1 for Robles; if rezoning is approved (Item 8.4). Separate vote on Emergency Clause.

**Vice Chairman/Mayor Scanlan motioned to approve Emergency Clause for item 8.4. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays:**

8.6. Redistricting (Rezoning) Public Hearing Requesting change in zoning from R-1, Single Family Dwelling District to R-5, Single Family Manufactured Home District at 3801 Cramer Rd (Kramer Rd) Spencer, Oklahoma by Javier Guerrero and Juanita Morales Guerrero DE.

**Discussion**: Submitted from the Planning Commission on February 4, 2021. Details are in the Council agenda packet.

**Trustee/Council Member Canaday motioned to approve Redistricting (Rezoning) Public Hearing Requesting change in zoning from R-1, Single Family Dwelling District to R-5, Single Family Manufactured Home District at 3801 Cramer Rd (Kramer Rd) Spencer, Oklahoma by Javier Guerrero and Juanita Morales Guerrero DE. Vice Chairman/Mayor Scanlan seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays:**

8.7. Proposed Ordinance Changing Zoning District From R-1 to R-5 for Guerrero – If rezoning is approved, (item 8.6). Separate vote on Emergency Clause.

**Trustee/Council Member Fair motioned to approve Emergency Clause for item 8.6. Vice Chairman/Mayor Scanlan seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays:**

8.8. Proposed Ordinance to change minimum lot size in the R-1, Single Family Dwelling District to 6,000 square feet.

**Discussion**: Details are in the Council agenda packet. Planning Commission has approved

**Vice Chairman/Mayor Scanlan motioned to approve change minimum lot size in the R-1, Single Family Dwelling District to 6,000 square feet. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays:**

**Vice Chairman/Mayor Scanlan motioned to approve Emergency Clause for item 8.8. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays:**

**9.**Remark and Comments

10. RCC Adjournment:

**Time meeting adjournment: 8:07 p.m.**

**Trustee/Council Member Fair motioned to Adjourn. Vice Chairman/Mayor Scanlan seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays:**

**PAUSED CITY COUNCIL TO MOVE TO UTILITY AUTHORITY MEETING: 8:08 P.M.**

**1. Meeting of the Utility Authority meeting was called to order at 8:08 p.m.**

2. Roll Call & Declaration - Quorum is still Present.

**3. CITIZENS DESIRING TO BE HEARD:** *Citizens desiring to be heard will be given three (3) minutes to speak on any item on the agenda. Citizens must have signed up by 12 Noon the preceding Wednesday before the meeting in order to be recognized.* (Public Participation Resolution #35-07-05)

**None**

**4.NEW BUSINESS:** Discussion, consideration and possible actions of New Business items to direct City Staff to take appropriate action. (“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.) (UA)

**None**

5. CONSENT DOCKET: (individual items may be deleted from the Consent Docket under item #6). Assignment

5.1. Approval/Ratification of the Joint City Council & Utility Authority meeting minutes from January 15, 2021. (GG) **Table until next meeting.**

5.2. Approval/Ratification of January 2021 bi-weekly Payroll and Accounts Payables. (UA)

**Vice Chairman/Mayor Scanlan motioned to approve the CONSENT DOCKET items 5.2. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday , Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays:**

6. Discussion, consideration, and possible action on items removed from the Consent Docket.

**None**

**7.** BUSINESS AGENDA: Discussion, consideration and possible action:

7.1. Well House Electrical Proposal.

**Discussion**: City Engineer Peacock stated that a couple of the Well Houses need electrical control panels replaced. Also, the plan is to add new lights and pressure valves. This work is needed to be done and the control panels have reached it’s limited of a lifetime. This will be funded out of funds that the City does have on hand from the bond. Funds possibly available is $80,000+.

**Vice Chairman/Mayor Scanlan motioned to approve Well House Electrical Proposal. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays**

7.2. Lift Station Electrical Proposal.

**Discussion**: City Engineer Peacock stated that this is a little bit different. This does include one control panels replaced for the 50th Street lift station. This has been a problem for a while. It’s 25 years old and the motor starter need to be replaced. There are two Telemetry Towers lift stations one at Liberty on Post Road and 23rd Street. At the 23rd Street tower someone has gone in vandalized and stolen items from the telemetry tower and part of this is to get the towers back up and running properly. It was suggested to install security cameras at some of these places. This has been proposed to have a $50,000 cap.

**Vice Chairman/Mayor Scanlan motioned to approve Lift Station Electrical Proposal. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays**

7.3. Report only: Engineer

a. Smart Meter

b. RQRP water waste

**Report Only: Smart Meters Mr. Long has been in touch with the company. The one thing that we have been waiting on but there a little glitch in transition from their system to our system which would have made our staff enter in the information manually for every account. We learned that we never purchase the software to merge the system. We contacted USTI in the discussion they were reminded them that they work for us and get the software cost to purchase to get the accounts merged. Everything was finalized and will be started on Monday morning. Once we get a break in the weather, we can begin to install the meters.**

**b. RQRP - This information and details are in the Council members packets.**

**8.** Remarks and Comments.

**No Comment:**

**Mr. Long: Commended our new City Manager for jumping right in and taking care of the things that was happening to our city during the inclement weather. Also, notified that he received word that Donna Lane is still not pumping.**

**Trustee/Council Member Canaday: Green Pastures Studios immediately jump in and working with the Red Cross to provide shelter 24 hours. Thankful to the citizens who donated meals, water, blankets and dog food. Also, to Mayor Calvin for taking all of the calls.**

**Trustee/Council Member Fair: Wanted to take the time to commend our Vice Mayor Scanlan. Just taking the time to explain what was going on. He helped me to explain to the citizens in my ward. Thank you for your patience, kindness and understanding.**

**Vice Chairman/Mayor Scanlan: Appreciate the citizens for your patience and the city staff in the way they have handle this week’s inclement weather. Commended our new City Manager Shemiah Jackson for how she handled everything happening this week. Just wanted her to know he appreciated it. You were a Rock Star!**

**City Manager Jackson: Continue to keep open communication. Her biggest thing is community, communication and unity.**

**Chairman/Mayor Calvin: Thank you for helping to make this bearable. Provided support the City and citizens. Ms. Jackson has done and excellent job and being the facilitator of everything taking calls and taking directions and Mr. Long and Mr. Peacock has given her thing and she has taken care of that and commend our Public Works that has been doing an excellent job handling our city’s inclement weather and water main breaks.**

9. Adjournment

**The City Council & Utility Authority meeting adjourned at 8:57 p.m.**

**Trustee/Council Member Fair motioned to Adjourn. Vice Chairman/Mayor Scanlan seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays:**

Respectfully Submitted,

Tanya Mustin

Tanya Mustin, Minute Taker