

City of Davis

November 12, 2024, 6:00 PM
Davis City Council Chambers
308 S 3rd St
Davis, OK 73030

Agenda Item #1: Call to order Davis City Council

- Meeting called to order by Mayor Brian Davis. Time: 6:00 PM

Agenda Item #2: Roll Call

- Mayor Brian Davis – present; Vice Mayor Stan Jones – present; Councilman Josh Oakley – present; Councilman Clint Grinstead – present; Councilman Jeremy Bumgarner – present.

Agenda Item #3: Prayer

- Prayer led by Jones.

Agenda Item #4: Pledge of Allegiance

- Pledge of Allegiance led by Davis.

Agenda Item #5: Consideration and possible action to approve Consent Agenda.

- a. Minutes of prior meetings. Motion to approve made by Bumgarner. Second by Oakley. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes.
- b. Claims. Motion to approve made by Bumgarner. Second by Oakley. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes.

Agenda Item #6: Consideration and possible action to approve items removed from Consent Agenda.

- No items removed from the consent agenda.

Agenda Item #7: Consideration and possible action to approve, amend or deny Video & Communications System Franchise Agreement between City of Davis and Cable One, Inc dba Sparklight.

- Table to December. Ricky Harness, City Manager, reported that the agreement changes suggested in the October meeting are pending. Waiting for a response to our request for a higher franchise tax rate and increased liability insurance limits.

Agenda Item #8: Consideration and possible action to approve, amend, or deny Ordinance 11-2024 Amending Title 6 Public Safety, Chapter 2 Fire Department, Section 2 Qualifications of Firefighters.

- No action taken. Danny Cox, Fire Chief presented this ordinance that was voted on by the Davis Volunteer Firefighter Association to increase the number of miles from five to seven from Station 1 in the firefighter qualifications. Cox does not support this change and shared past experiences. We currently have no issues recruiting firefighters with our current qualifications. Grinstead inquired about the “good health” requirement and inquired about any physical agility testing to determine that the candidate is in good health. Cox confirmed that the Davis FD currently does not have any physical agility or health testing currently. Discussion of the previous change that removed the limit to the number of firefighters that could reside outside the city limits. Grinstead inquired about who decides on the addition of a firefighter to the department. Cox stated the Association decides, he has one vote. A discussion of how the Association works and the Chief role in leading and being responsible for the department and all firefighters. Discussion about adding “volunteer” to the qualification regarding how far a firefighter can reside from Station 1. The department has transitioned from completely volunteer to having a paid Fire Chief and one paid Firefighter, changes to the ordinance have not kept up with what has been allowed. Continued discussion of a complete review of Chapter 2 Fire Department, possible addition of physical agility testing with a later presentment of changes to council for approval. Jones inquired about expanding the requirements if we experience a shortage of qualified applicants to fill our volunteer firefighter needs. Grinstead expressed concern with not limiting the number of firefighters that can reside outside our city limits. Kristin Jarman, City Attorney, stated that when a complete review of the ordinance is done, consider the wording, all means all.

Agenda Item #9: Consideration and possible action to approve, or deny Ordinance 12-2024 Amending the Employee Retirement System, Defined Benefit Plan for the City of Davis.

- Motion to approve Ordinance 12-2024 Amending the Employee Retirement System, Defined Benefit Plan for City of Davis made by Grinstead. Second by Jones. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes. Susan Suther, City Clerk/Treasurer, presented the ordinance that was drafted by OkMRF to address the required IRS changes to our Defined Benefit Plan for our employee retirement benefit, excluding Police Pension and Firefighter Pension plans. Approximately every six years changes are required and must be adopted to continue participation in the plan.

Agenda Item #10: Consideration and possible action to declare an emergency relating to Ordinance 12-2024 Amending the Employee Retirement System, Defined Benefit Plan for the City of Davis.

- Motion to approve the emergency declaration to Ordinance 12-2024 made by Jones. Second by Oakley. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes. Suther stated that the emergency was required due to the short timeframe given to adopt the changes before they are required to be implemented.

Agenda Item #11: Consideration and possible action to approve or deny the Oklahoma Municipal Retirement Fund Master Defined Benefit Plan Joinder Agreement.

- Motion to approve the OkMRF Master Defined Benefit Plan Joinder Agreement made by Grinstead. Second by Bumgarner. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes. Suther presented the Joinder Agreement prepared by OkMRF to adopt the required changes.

Agenda Item #12: Consideration and possible action to approve, amend or deny the 2025 Davis Volunteer Fire Department Business Meeting Calendar.

- Motion to approve the 2025 Davis Volunteer Fire Department Business Meeting Calendar for 2025 made by Bumgarner. Second by Oakley. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes. This meeting calendar for 2025 was approved by the Davis Volunteer Firefighter Association.

Agenda Item #12: Consideration and discussion of Workplace Policy.

- a. Vehicle Operation and Maintenance Policy
 - i. GPS/Video Use
 - ii. Safety Concerns/Visible Decals/Signage
 - iii. Insurance Savings/Costs
 - b. Use of the City of Davis Property
 - i. Privacy/Private Use.
- Grinstead stated that he asked that this be added to the agenda. Discussion with police he learned we do not have dash cams in our police vehicles. Dee Gregory, Police Chief, did mention that the new body worn cameras will GPS the location of the cameras, there are no GPS in the vehicles. Grinstead mentioned the Public Works Director could be overtaken by a toxic gas and not be found until it was too late. There are tags available for vehicles and equipment that could also help track them if they are stolen. Some solutions can help with maintenance management. Grinstead added that his business saved money on their insurance premium by adding cameras and he thought it might be possible for the City to realize some cost savings as well. He asked Gregory if the police department had seen a difference since they changed to the darker decals and lettering on police vehicles. Gregory confirmed that the vehicles are more visible and easier to identify. Harness stated that our current policies are not strong and are under review. We are currently working with Enterprise Fleet Management to consider transferring our fleet management, replacement and maintenance of our current fleet. They will also manage side by sides and utility vehicles. The program would stage us in over about five years and cover 35 vehicles. GPS tracking is available in their program. They will monitor the resale value of the vehicles and recommend the sale of a vehicle based on the cost to maintain the vehicle. Any amount received above their estimated value is ours to use for funding this program or in another area. We have provided replacement vehicle information to Enterprise Fleet Management on the original 35 vehicles assessed. We listed what would serve the purpose of the vehicle, not necessarily what is in use today. We will receive the costs and consider this as we move into the FY2025-2026 Budget planning process. Any decisions would be budgeted and implemented for this next fiscal year. Grinstead added that labeling and logos on the vehicles will assist the public with identifying our vehicles to let them know it is us if they are seen out in the community performing service. Grinstead mention having a policy for private use. Harness stated that we do have a policy, and it also needs to be addressed and updated. Jones inquired about how accurate the vehicle GPS monitoring is, responses were approximately 10 feet. Grinstead added that there are lots of options and settings to track location, speed, it just depends on what capabilities you select and use.

Agenda Item #13: City Manager's Report

- Cox, Fire Chief, provided a report in the packet. He asked for questions, there were none. He stated there are eight volunteer firefighters in the Firefighter I class that will finish in December and Fire Prevention Month was celebrated in October.
- Gregory, Police Chief, reviewed the Code Enforcement report, he stated it looked a little short because the Code Enforcement Officer had some time off during the period. Current focus is following up on the tree violations. Discussion of the policy for tree height above roadways, alleys and sidewalks. Davis inquired about who is responsible for maintaining the trees in the utility easement. Harness confirmed this is the responsibility of the property owner no matter that it is in the utility easement. Discussion of maintaining trees in the utility easement, the risk of the property owner tearing out the utilities, calling Okie 811 for locates. Bumgarner asked if we are still working to hire a full-time code enforcement officer. Harness confirmed that it will not be done in our current fiscal year and can be considered in the next fiscal year. Gregory reviewed the Animal Control Officer report that was included in the council packet. He complimented Officer Abigail Nunn on her efforts in the ACO role. We have recently upgraded our dart gun. Someone asked about the infamous brown dog that continues to elude officers, she remains at large. Several citizens are attempting to tame/capture her to rehome her. Gregory mentioned that the strongest tranquilizers they have available have not been effective on her in their many attempts to capture her.

- Harness provided an overview of the work order updates. The AT&T line that is running through one of our sewer lines remains an issue. Assessments continue from the SSES study. There was some discussion of an abandoned line leak North of town at the ODOT barn. Grinstead mentioned it might be accessed on the property North of the street we closed, E Curtis Ave.
- Oklahoma Municipal Management Services will be here Thursday to work with departments at City Hall on a design charette for a new building.
- There has been some progress made on moving forward with water tower maintenance projects, Fried Pie Tower, Water Plant Tower, Fullerton Park Tower and TFP Tower. We have submitted the RIG grant application for the A Street water tower. The property purchase at Turner Falls Park is moving forward with a closing next week, City Attorney gave a clean title opinion.
- The 6th Street project is still being held up waiting for the pipe and drainage boxes. Pavers is pouring the boxes themselves to expedite the completion, but the pipe did not arrive as it was scheduled.
- The communication building at the A Street water tower has been donated by Chickasaw Telephone Company and it was delivered today. ODOT funded the delivery of the building. We will have to complete the electrical installation.
- Harness reported that the chlorine issue from last week was because staff had to turn off the monitoring to maintenance the lines and forgot to turn it back online. Excess chlorine was pumped into the plant. Thursday morning this was discovered, and they emptied the clearwell and bled the lines to attempt to get it out of the system. The chlorine level was higher than it is normally, however it was not above safe levels for use or consumption. Harness has been in contact with DEQ and no additional reporting of the incident is required, it will be included in the monthly operating report. They are still working to bleed lines in areas that are still calling City Hall with reports of higher-than-normal chlorine smell and taste. He knows some people have reported issues with their laundry, he said for them to call him about those. Grinstead asked if we pulled samples before we bled the lines. Harness did not think we had, but he stated that they can. There was discussion of pump operations, system notifications. Harness stated that he would need to gather more information from the software to answer those questions. Grinstead asked if Garver has been here to check into it. Harness confirmed that they have not. Davis asked if something has been put in place to deal with this issue and hopefully prevent it from happening again. Harness stated that training and checklists are needed. Grinstead inquired about the training that was discussed after the backwash issues. Harness stated he is still working on that training plan with Garver.

Agenda Item #14: City Treasurer Report

- Suther, Clerk/Treasurer, provided a report in the council packet. The CD that matured on 11/09/2024 was renewed with PVNB for a six-month term at 4.62% APY, all three local banks submitted CD rates for this renewal. Bumgarner inquired about the water/sewer rate increase. Suther confirmed this was the third of the recommended increases that were approved when we were obtaining our loan for the WWTP Project.

Agenda Item #15: Davis Chamber of Commerce Report

- Lauren Payne, Executive Director, reported work toward the Main Street Program, currently polling local businesses for support. HOOT was canceled due to the weather, of the 78 registrants only three requested refunds and the others are rolling over to next years ride. In this year’s A Very Davis Christmas, the soup and chili cookoff will all be held centrally on South 3rd Street, Chamber Bingo will be played for participating businesses that are open and want to attract visitors to their locations. Nominations are open for the annual Chamber Banquet Awards that will be given at the banquet in January.

Agenda Item #16: New Business: Discussion concerning any matter not known which could not have been foreseen prior to the posting of this agenda.

- No new business.

Agenda Item #17: Adjourn

- Motion to adjourn made by Oakley. Second by Bumgarner. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes. Time: 7:29 PM

ATTEST:

/s/Susan Suther
Susan Suther, City Clerk/Treasurer

/s/Brian Davis
Brian Davis, Mayor

Davis Municipal Authority
November 12, 2024, 6:00 PM
Davis City Council Chambers
308 S 3rd St
Davis, OK 73030

Agenda Item #1: Call to Order Davis Municipal Authority.

- Meeting called to order by Chairman Brian Davis. Time: 7:30 PM

Agenda Item #2: Roll Call

- Chairman Brian Davis – yes; Vice Chairman Stan Jones – yes; Trustee Josh Oakley – yes; Trustee Clint Grinstead – yes; Trustee Jeremy Bumgarner – yes.

Agenda Item #3: Consideration and possible action to approve Consent Agenda.

- a. Minutes of prior meetings. Motion to approve made by Jones. Second by Oakley. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes.
- b. Claims. Motion to approve made by Jones. Second by Oakley. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes.

Agenda Item #4: Consideration and possible action to approve items removed from Consent Agenda.

- No items removed from the consent agenda.

Agenda Item #5: Consideration and possible action to approve, amend or deny the Credit Application for Smith-Southwestern as a vendor relationship for Turner Falls Park.

- Motion to approve made by Davis. Second by Oakley. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes. Ricky Harness, City Manager, presented request to set up Smith-Southwestern as a vendor for Turner Falls Park to purchase souvenirs for retail.

Agenda Item #6: Consideration and possible action to approve, amend or deny the Full Strut Media Partner Agreement.

- Motion to approve the Full Strut Media Partner Agreement made by Davis. Second by Grinstead. Vote: Bumgarner – no; Grinstead – yes; Oakley – no; Jones – yes; Davis – yes. Harness presented the renewal agreement. Kristin Jarman, City Attorney, has reviewed and suggested changes to include a confidentiality clause, cancellation clause, stronger guidelines pertaining to merchant card processing disputes, and allowance for more engagement when changes to merchant processing are made. These changes were accepted by the vendor as they were presented. The rate of 8%, assessed to the customers, has remained the same. Grinstead inquired about our domain name, discussion of ownership and a buyout fee commenced. He asked Jarman if it would be a good time to negotiate that into the agreement, Jarman responded that we are not currently in a bargaining position.

Agenda Item #7: Consideration and possible action to approve, amend or deny an expenditure up to \$99,000 for Residuals Removal from the West Settling Basin and the West Backwash Pond located at the Water Treatment Plant.

- Motion to approve made by Davis. Second by Bumgarner. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes.
- Harness reported that four companies were contacted to provide quotes for the work needed in the settling basin and backwash pond at the Water Treatment Plant. Two companies responded and one quote has been received, it is provided in the packets. The East side will be considered as we prepare the budget for the next fiscal year. Davis asked if these were sealed bids. Harness responded that they are below the \$100,000 threshold so not required. Grinstead asked what would be done with the sludge that is removed. Discussion of the process, lagoon disposal with residual used for land application. Grinstead asked about an impact to water production. Harness explained the plan to minimize the production impact. Grinstead asked about the project being budgeted. Harness explained that some capital items that were planned will be deferred to take care of this priority.

Agenda Item #8: WWTP Construction Project Report.

- Harness provided an update on the progress, finished coating the influent pump station, grinder installed. Ops building finished the interior walls, HVAC, plumbing and electrical in progress. Aero mod work in progress. OG&E have moved the transformers and power poles. The CDBG portion with bnb has begun, moving forward, on track for August 2025 completion date.

Agenda Item #9: New Business: Discussion concerning any matter not known which could not have been foreseen prior to the posting of this agenda.

- No new business.

Agenda Item #10: Adjourn.

- Motion to adjourn made by Oakley. Second by Grinstead. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes. Time: 7:51 PM

ATTEST:

/s/Susan Suther
Susan Suther
City Clerk/Treasurer

/s/Brian Davis
Brian Davis
Chairman