

City of Davis

January 13, 2025, 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 Jones. Second by Bumgarner. Vote: Bumgarner – yes; Grinstead – yes; Oakley – abstain; Jones – yes; Davis – yes.
- b. Claims. Motion to approve made by Jones. Second by Bumgarner. Vote: Bumgarner – yes; Grinstead – yes; Oakley – abstain; 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 Resolution #696 Authorizing Distribution of OMAG Escrow Funds.

- Motion to approve made by Davis. Second by Oakley. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes.
- Presentation of Resolution #696 made by Susan Suther, City Clerk/Treasurer. Funds remaining from fiscal year 2021-2022 can be returned to us. This resolution will allow us to apply the funds to our annual premium for our current fiscal year.

Agenda Item #8: Consideration and possible action to approve, amend or deny Resolution #697 Adopting the City of Davis Hazard Mitigation Plan Update 2024-2029.

- Motion to approve made by Jones. Second by Davis. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes.
- Presentation of Resolution #697 made by Ricky Harness, City Manager. The plan update was sent out to all of the council members for their review. To complete the update City staff worked with a contractor, school officials and other stakeholders to prepare the update. The plan will be used for future planning and grant opportunities.

Agenda Item #9: Consideration and possible action to approve, amend or deny Resolution #698 Approval of Invoices Related to the CDBG Projects.

- Motion to approve made by Jones. Second by Bumgarner. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes.
- Suther presented Resolution #698. This resolution is to help expedite approval of pay applications as they are received from the contractor and after they have been reviewed and approved by the engineer, prior to being submitted to the Oklahoma Department of Commerce to process the payment.

Agenda Item #10: Discussion and possible action to approve bnb Industries Inc pay application #1 in the amount of \$86,261.61 for the wastewater treatment plan improvements for CDBG grant #19158 CDBG 23.

- Motion made by Davis to approve Pay App #1 in the amount of \$86,261.61 for CDBG grant #19158 CDBG 23. Second by Grinstead. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes.
- Suther presented this request to approve the pay application that has been submitted by bnb Industries, Inc for the CDBG funded portion of the Wastewater Treatment Plant project. This is the first Pay App and the contractor, engineer and grant administrator have been working closely to make sure all of the requirements of the grant funding along with the supporting documentation are met to keep us in compliance with the grant requirements.

Agenda Item #11: Consideration and possible action to approve, amend or deny Video & Communications System Franchise Agreement between City of Davis and Cable One, Inc dba Sparklight.

- Motion to approve made by Davis. Second by Oakley. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes.
- Harness presented the franchise agreement details which includes an increase in our franchise tax rate from 2% to 5% and an increase in liability insurance from \$1 million to \$2 million coverage. City Attorney, Kristin Jarman, supported approval of this agreement.

Agenda Item #12: Consideration and possible action to approve, amend, or deny Ordinance 11-2024 Amending Title 6 Public Safety, Chapter 2 Fire Department.

- Motion made by Davis to approve Ordinance 11-2024 with the following amendments: inserting “department administered” in front of physical agility test in the qualifications of a volunteer firefighter; keeping the requirement for volunteer firefighters living outside the corporate limits of the city to within five (5) miles of station 1; amending the paid firefighter qualifications to remove the stated requirements that are also required by the Oklahoma Firefighter Pension and Retirement System and replace with “must meet all requirements to participate in the Oklahoma Firefighter Pension and Retirement System”. Second by Bumgarner. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes.
- Danny Cox, Fire Chief, presented the change in the ordinance for the Fire Department. The qualifications of firefighters was broken into two sections to include volunteer and paid. The addition of a doctor’s physical and a department administered physical agility test was added. It was requested by the Association that the distance requirements be increased from five miles to seven miles from Station One, but that was not supported by the Fire Chief and that change was not approved by the council. Discussion of the paid firefighter qualifications matching up with Oklahoma Firefighter Pension requirements. When Councilman Bumgarner asked Chief Cox if he wanted to keep the volunteer requirements at 5 miles from station one, Chief Cox stated yes, for the safety of the firefighter and to limit city liability. Grinstead stated that was his only question as well.

Agenda Item #13: Consideration and discussion of New City Hall Design Charette prepared by Oklahoma Municipal Management Services.

- Harness reported that he and staff went through a drill with an Oklahoma Municipal Management Services engineer using the space utilization assessment provided by Parkhill to create a couple of proposed layouts. One option was designed to fit the lot just East of the Fire Department and the other to be in the current footprint of our City Hall now. In the report there are sample photos of residential style construction for commercial buildings, two local banks were included. Harness would like to consider costs to move the Police Department to our vacant building on 4th Street, old Senior Citizens Center. A stand alone Police Department may qualify for some grant funding. Also need to get the costs for a demolition of our current City Hall building to build on the current site.

Agenda Item #14: Consideration and possible action to approve the purchase of a flat bed, 300 gallon skid unit, hose reels, and emergency lighting for the new brush truck in the amount of \$67,008.00 for the Fire Department.

- Motion to approve made by Jones. Second by Davis. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes.
- Chief Cox presented the quote to purchase the flatbed, 300 gallon skid unit, hose reels, emergency lighting and accessories for the new brush truck stating this is part of the expenditures for the SODA REAP grant that was awarded.

Agenda Item #15: City Manager’s Report

- Police – Chief Dee Gregory reviewed the report provided to the council. He announced that he had been accepted into the OMAG Law Enforcement Liability Avoidance class #3, Sergeant Todd Carter has taken over the responsibility of maintaining evidence and Gregory taught Stress Management at the OEMTA Conference. He provided a review of the Animal Control Officer report as well as the Code Enforcement Report.
- Fire – Chief Cox asked the council if they had any questions about the report he provided. He stated there were 331 calls for 2024. Of the firefighters that completed Firefighter 1 training, he has received the exam results on all but one firefighter and so far, they have all passed the exam.
- Harness provided a review of the public works maintenance log. Grinstead inquired about all taps being completed. Harness stated he would follow up on the status of taps.
- Harness reported that he attended the railroad derailment, hazardous materials training event hosted by Fire Chief Danny Cox and Davis Fire Department and it was a very eye-opening training event. Discussion of the training event, recent derailment in a nearby city that involved hazardous materials. He stated that our teams are planning a training exercise for a derailment event, our emergency services will participate, and surrounding areas will be invited to participate as well.
- 6th Street Project – Harness reported that the driving surface is complete, the contractor is hoping to finish the returns for the side streets and has some additional groundwork left to do. The grates

for the drainage boxes from the change orders are still to be delivered and will be installed once they arrive. We will hold off on laying any sod until Spring.

- Cross Bar Projects – Harness reported he had a brief chat with Justin but he was not available to attend the meeting tonight. Grinstead asked if he was like our department heads. Harness stated that we could ask him to attend each month. He reported that they have completed the communication upgrade to a commercial package with Starlink. The shower house project will publish in the newspaper this week with bid opening scheduled for February. Justin has obtained quotes for the bunkhouse project, he is awaiting quotes for sign projects, they do have the sign bases ready. Grinstead asked how the Starlink upgrade was paid. Harness stated that previously when work was completed, the invoices would be submitted and the amounts would be deducted from his revenue share payments. Grinstead asked if that was how it is set up. Harness stated that we did not issue a PO and we did not pay for the Starlink upgrade, Justin deducted the amount from his revenue share payment. There was a discussion of the process and expectations for Justin to have the City issue the PO and make payment directly for the services. Grinstead stated that this information is the same place we were a couple of months ago when Cross Bar was last discussed. Harness stated that Justin has had several contractors he has been working through. Finalizing the design of the shower house at Turner Falls has been the hold up for the Cross Bar shower house as we intend to use the same plan. Grinstead asked if we have put it out for bid. Harness stated the publication was sent to the newspaper today. Grinstead stated that he received a complaint from a landowner about entering the park and being stopped aggressively. He does live out of town and he isn't as well known by the staff as other landowners. He suggested maybe getting something to hang in the window for landowners to be easily identified. Jones mentioned that he is a frequent visitor to Cross Bar and the staff know him and he doesn't have any issues entering. Harness stated that we do use placards at Turner Falls Park and can look at using those at Cross Bar as well.
- Water tower projects update – Harness stated that the Fried Pie Tower and the Turner Falls Park tower were both placed back in service on Friday. Fullerton Park Tower work was interrupted by the weather last week but those crews were back working on it today. It will need cure time, plan to fill on Wednesday then complete two rounds of testing hoping to receive the results by Friday.
- Cross Bar Discussion – Grinstead asked to go back to the Cross Bar projects and asked about the trail work that was planned and the millings that Justin intended to purchase to use on trails. Harness stated that no millings were purchased and he was not sure about the trail work progress but some equipment has been rented. Grinstead asked if Ricky and Justin meet on a regular basis. Harness stated that he meets with him when he makes his payment then one other time each month.
- Water Plant Chlorine Issues – Harness stated that Wright Water is in the plant today with their maintenance guy. They will be managing the plant operations. Grinstead asked if they are going to be training our staff. Harness stated they are not training our staff, they are operating the plant and evaluating the equipment on a month-to-month agreement. This is a bridge mechanism to get us through. Will bring more information in the next budget cycle. Grinstead asked if we would pay a different rate for them to train our staff. Harness stated that training is not something they do. Garver is working the training manual for the plant and we expect that soon. These month-to-month operations are to keep us in compliance for Water Plant operations. The cost is \$31,000 per month. Grinstead asked about the budget for this service. Harness stated the worked with Susie to identify available funds in our current budget. There was a discussion of what is included in the cost, chemicals? Tools? Vehicles? Harness stated this includes the staff and vehicles. The supplies, chemicals, equipment are all still our responsibility. Grinstead asked if this cost includes one person. Harness stated it includes two people with 24/7 monitoring of the plant which will be done remotely when staff are not on site. Grinstead inquired about our plant having remote monitoring. Harness confirmed it has had and we utilize this capability.
- Occupied Crossing Mitigation Project – Harness announced that he was notified of the award of the \$25 million dollar to ODOT for the Davis railroad project. Not a lot of details at this time, announcement was just made.

Councilman Jeremy Bumgarner exited the meeting at 6:58 PM.

Agenda Item #16: City Treasurer Report

- Suther provided a report on sales/use tax receipts, transfers, reconciled balances, investment balances, loan balances and December 2024 utility billing totals. No questions.

Agenda Item #17: Davis Chamber of Commerce Report

- No Davis Chamber of Commerce Report.

Agenda Item #18: 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 #19: Adjourn

- Motion to adjourn made by Oakley. Second by Jones. Vote: Bumgarner – absent; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes. Time: 6:59 PM

ATTEST:

/s/Susan Suther
Susan Suther
City Clerk/Treasurer

/s/Brian Davis
Brian Davis
Mayor

Davis Municipal Authority

January 13, 2025, 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: 6:59 PM

Agenda Item #2: Roll Call

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

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

- a. Minutes of prior meetings. Motion to approve made by Jones. Second by Grinstead. Vote: Bumgarner – absent; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes.
- b. Claims. Motion to approve made by Jones. Second by Grinstead. Vote: Bumgarner – absent; 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 bidder's proposal from TankSpekCorp for repairs to A Street Water Tower in the amount of \$95,000 total project bid.

- Motion to approve made by Davis. Second by Oakley. Vote: Bumgarner – absent; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes.
- Harness reported on the project, grant funds have been awarded by Oklahoma Rural Water Association to fund this project. TankSpekCorp bid \$95,000 while Maguire came in at \$110,000. It includes the two man ways, adjustments to railing height, adjusting wind rods, cleaning out and resurfacing interior. Davis asked about the amount of the grant. Harness responded that it is an 80/20 match grant. This was a budgeted project but with the award of the grant funds, the budgeted funds will be shifted to the lagoons at Water Plant.

Agenda Item #6: Discussion of Full Strut Media Partner Agreement.

- Grinstead stated that he had some questions about this agreement and asked that it be put on the agenda. He asked if we approved it so quick because they sent it to us last minute. Harness stated that he had conversations with Full Strut and he did not get the agreement out early enough to give adequate review time. There was also some review with the attorney. He is currently working on discussions to upgrade the Turner Falls Website and clarifying the responses to social media posts as those are one of the duties Full Strut performs.

Agenda Item #7: Red Dirt Music Festival 2024 Report.

- Harness reviewed the report that was provided to the council. He stated that we need to decide if we want to continue with the event. Discuss was had about booking talent and upgrading the talent, including the process of booking talent. Grinstead stated that the event needs a more experienced organizer. Harness discussed the Rocklahoma event and the use of a production company for the event. A member of the audience asked if the event made money. It was confirmed that it did not but the loss was not as much as the previous year.

Agenda Item #8: WWTP Construction Project Report.

- Harness reported that we are making progress, today commissioned the grinder and tomorrow they will commission the pumps. Soon they will begin taking on some of our wastewater. They have made the greatest progress on the operations building and the aeromod. Harness reported no change orders, completion date still end of July with turnover in August.
- Grinstead asked to jump back to the City Manager report and he asked Harness if we are looking to hire someone to run the Water Treatment Plant as this is a very expensive solution. Harness stated that he is looking at the costs and what it would take to hire adequately to staff both plants. After visiting with two engineering firms and other plant operators, the recommendation is three to five employees per plant. We have not ever staffed our public works department at that level. This will need to be considered. Discussion of hiring and retention challenges for licensed water and wastewater staff. Grinstead asked about a special meeting to discuss or make some decision since we are so far from the end of the fiscal year. Suther stated that the funds were identified to

operate this bridge plan for 90 days along with some funds for equipment repairs or upgrades if they are identified. Harness stated he is working on those staffing numbers. Further discussion on staffing challenges, cost of contract vs. staffing.

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 Jones. Vote: Bumgarner – absent; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes. Time: 7:22 PM

ATTEST:

/s/Susan Suther
Susan Suther
City Clerk/Treasurer

/s/Brian Davis
Brian Davis
Chairman