

**Yukon City Council Minutes
February 18, 2020**

The Yukon City Council met in regular session on February 18, 2020 at 7:00 p.m. in the Council Chambers of the Centennial Building, 12 South Fifth Street, Yukon, Oklahoma.

The invocation was given by Pastor Gary Reynolds, First Church of the Nazarene

The flag salute was given in unison.

ROLL CALL: (Present) Michael McEachern, Mayor
 Donna Yanda, Vice Mayor
 Rick Cacini, Council Member
 Shelli Selby, Council Member
 Jeff Wootton, Council Member

OTHERS PRESENT:

Jim Crosby, City Manager	Doug Shivers, City Clerk
Tammy Kretchmar, Assistant City Manager	Mitchell Hort, Development Services Dir.
John Corn, Police Chief	Gary Miller, City Attorney
Robbie Williams, City Engineer	Philip Merry, City Treasurer
Arnold Adams, Public Works Director	Mike Roach, Deputy Police Chief
Cheryl Dunn, Purchasing Agent	Jeff Deckard, Assistant Public Works Dir.
Dana Deckard, Administration	Cindi Shivers, HR Director
Jason Beal, Deputy City Clerk	Jenna Roberson, PIO
Jerome Brown, IT	Shelby Rogers, IT
Aric Gilliland, Council Member Elect	

Presentations and Proclamations

Mayor McEachern introduced Aric Gilliland, Ward 4 Council Member Elect.

Visitors

None

(Recess as Yukon City Council and Reconvene as Yukon Municipal Authority)

1A. YMA Consent Docket

This item is placed on the agenda so the Yukon Municipal Authority, by unanimous consent, can designate those routine items they wish to be approved by one motion. If an item does not meet with the approval of all Authority Members, that item will be heard in regular order.

The City Manager recommends a motion to approve:

- A) The minutes of the regular meeting of February 4, 2020**
- B) The minutes of the special meeting of February 11, 2020**
- C) Payment of material claims in the amount of \$143,411.06**

The motion to approve the YMA Consent Docket, consisting of the approval of the minutes of the regular meeting of February 4, 2020; the minutes of the special meeting of February 11, 2020; payment of material claims in the amount of \$143,411.06, was made by Trustee Cacini and seconded by Trustee Selby.

The vote:

AYES: Wootton, Cacini, McEachern, Yanda, Selby

NAYS: None

VOTE: 5-0

MOTION CARRIED

2A. Presentation and acceptance of the 2018-2019 Financial Audit performed by HBC CPAs & Advisors

The motion to accept the 2018-2019 Financial Audit performed by HBC CPAs & Advisors, was made by Trustee Yanda and seconded by Trustee Wootton.

Chris Heim, HBC CPAs & Advisors, presented the 2018-2019 Financial Audit in detail. He stated the audit is clean and there are no findings. He presented the following financial highlights: For the fiscal year ended June 30, 2019, the City's total net position increased by \$6.4 million or 12.9% from the prior year; During the year, the City's expenses for governmental activities were \$29.7 million and were funded by program revenues of \$4.5 million and further funded with taxes and other general revenues that totaled \$28.7 million; In the City's business-type activities, such as utilities, revenues excluding transfers exceeded expenses by \$1.9 million; At June 30, 2019, the General Fund reported an unassigned fund balance of \$3.9 million; For budgetary reporting purposes, the General Fund reported revenues and transfers over estimates by \$.56 million or a positive 2.2%, while expenditures and transfers were under the final appropriations by approximately \$1,338,698 or 5.4%.

The vote:

AYES: McEachern, Yanda, Cacini, Wootton, Selby

NAYS: None

VOTE: 5-0

MOTION CARRIED

3A. Performer Presentation by Frank Crawford, Crawford & Associates, P.C.

Frank Crawford, Crawford & Associates, P.C., presented the 2018-2019 Performer in detail. He gave the background of the report and summarized the report. He highlighted the overall score of 7.2, which is well above satisfactory. He also highlighted the pension funding is at 83%, which is up from 64% a few years ago. He credited the financial improvements over the past few years to the City Council, City Manager and all the staff working as a team.

(Adjourn as YMA and Reconvene as Yukon City Council)

1. Consent Docket

This item is placed on the agenda so the City Council, by unanimous consent, can designate those routine items they wish to be approved by one motion. If an item does not meet with the approval of all Council Members, that item will be heard in regular order.

The City Manager recommends a motion that will approve:

- A) The minutes of the regular meeting of February 4, 2020**
- B) Payment of material claims in the amount of \$1,007,528.63**
- C) Designating the items on the attached list from the Technology Department as surplus and authorizing their sale, donation or trade**
- D) The resignation of Larry Taylor from the Planning Commission and the appointments of Jarrid Wright to the Planning Commission and Mike McKee to the Board of Adjustment, representing Ward 2, as recommended by Council Member Shelli Selby**
- E) Renewal of the Maintenance Agreement with SignalTek, Inc. for traffic signal intersections and schools zone signs, beginning February 1, 2020 for a twelve (12) month period with the option to renew for two (2) additional twelve (12) month periods, at a monthly cost of \$930.00**
- F) Setting the date for the next regular Council meeting for March 3, 2020, 7:00 p.m., in the Council Chambers of the Centennial Building, 12 S. Fifth St.**

The motion to approve the Consent Docket, consisting of the minutes of the regular meeting of February 4, 2020; payment of material claims in the amount of \$1,007,528.63; designating the items on the attached list from the Technology Department as surplus and authorizing their sale, donation or trade; the resignation of Larry Taylor from the Planning Commission and the appointments of Jarrid Wright to the Planning Commission and Mike McKee to the Board of Adjustment, representing Ward 2, as recommended by Council Member Shelli Selby; renewal of the Maintenance Agreement with SignalTek, Inc. for traffic signal intersections and schools zone signs, beginning February 1, 2020 for a twelve (12) month period with the option to renew for two (2) additional twelve (12) month periods, at a monthly cost of \$930.00; setting the date for the next regular Council meeting for March 3, 2020, 7:00 p.m., in the Council Chambers of the Centennial Building, 12 S. Fifth St., was made by Council Member Cacini and seconded by Council Member Selby.

The vote:

AYES: Selby, Yanda, Wootton, Cacini, McEachern

NAYS: None

VOTE: 5-0

MOTION CARRIED

2. Reports of Boards, Commissions and City Officials – no report given.

3. Acceptance of the 2018-2019 Financial Audit performed by HBC CPAs & Advisors

The motion to accept of the 2018-2019 Financial Audit performed by HBC CPAs & Advisors, was made by Council Member Selby and seconded by Council Member Wootton.

The vote:

AYES: Yanda, Wootton, Selby, McEachern, Cacini

NAYS: None

VOTE: 5-0

MOTION CARRIED

4. Consider approving the bid specifications and authorizing the City Engineer to advertise and receive bids for the North Gregory Road Bridge Rehabilitation Project

The motion to approve the bid specifications and authorizing the City Engineer to advertise and receive bids for the North Gregory Road Bridge Rehabilitation Project, was made by Council Member Yanda and seconded by Council Member Selby.

The vote:

AYES: Wootton, Yanda, McEachern, Selby, Cacini

NAYS: None

VOTE: 5-0

MOTION CARRIED

5. Consider approving the bid specifications and authorizing the Purchasing Agent to advertise to receive proposals for Freedom Fest (July 3 & 4, 2020) and Rock the Route (September 3, 2020) fireworks shows, with options to renew for two additional years

The motion to approve the bid specifications and authorizing the Purchasing Agent to advertise to receive proposals for Freedom Fest (July 3 & 4, 2020) and Rock the Route (September 3, 2020) fireworks shows, with options to renew for two additional years, was made by Council Member Cacini and seconded by Council Member Selby.

The vote:

AYES: Cacini, Selby, Yanda, McEachern, Wootton

NAYS: None

VOTE: 5-0

MOTION CARRIED

- 6. Consider approving and authorizing the City Manager to enter into a Utility Relocation Agreement with Oklahoma Gas & Electric Company (OG&E), for the relocation of power poles and lines for the Express Ranch Driveway Permanent Move as part of the Hwy 4 project, at an estimated cost of \$75,178.91, as recommended by the Development Services Director**

The motion to approve and authorize the City Manager to enter into a Utility Relocation Agreement with Oklahoma Gas & Electric Company (OG&E), for the relocation of power poles and lines for the Express Ranch Driveway Permanent Move as part of the Hwy 4 project, at an estimated cost of \$75,178.91, as recommended by the Development Services Director, was made by Council Member Cacini and seconded by Council Member Yanda.

Mr. Hort stated this is part of the Hwy 4 project for drainage. A berm must be built and the electric poles moved.

The vote:

AYES: Selby, Wootton, McEachern, Cacini, Yanda

NAYS: None

VOTE: 5-0

MOTION CARRIED

- 7. Consider entering into a Services Agreement with The Sanborn Map Company, Inc., for digital aerial imagery mapping, in the amount of \$26,975.50, as recommended by the Development Services Director**

The motion to enter into a Services Agreement with The Sanborn Map Company, Inc., for digital aerial imagery mapping, in the amount of \$26,975.50, as recommended by the Development Services Director, was made by Council Member Wootton and seconded by Council Member Selby.

Mr. Hort stated this is the City mapping that is done every few years. The maps are used by several city departments for sidewalks, water pipes, etc. The project is bid through the Association of Central Oklahoma Governments (ACOG).

The vote:

AYES: Cacini, Selby, Yanda, Wootton, McEachern

NAYS: None

VOTE: 5-0

MOTION CARRIED

- 8. Consider approving construction of a 4' drainage flume at the Animal Control Facility, in the amount of \$7,595.36, to Brewer Construction Oklahoma, LLC, using unit bid prices from the 2020 Concrete and Asphalt Paving, Drainage, Water and Sewer Project Contract, as recommended by the City Engineer**

The motion to approve construction of a 4' drainage flume at the Animal Control Facility, in the amount of \$7,595.36, to Brewer Construction Oklahoma, LLC, using unit bid prices from the 2020 Concrete and Asphalt Paving, Drainage, Water and Sewer Project Contract, as recommended by the City Engineer, was made by Council Member Cacini and seconded by Council Member Yanda.

Mayor McEachern asked if this was unforeseen during the construction process. Mr. Crosby stated the parking lot is holding water and this will correct the issue.

The vote:

AYES: Yanda, Selby, Cacini, McEachern, Wootton

NAYS: None

VOTE: 5-0

MOTION CARRIED

9. Consider accepting the Yukon Animal Control Facility Project and placing the Maintenance Bond into effect, as recommended by the City Engineer

The motion to accept the Yukon Animal Control Facility Project and placing the Maintenance Bond into effect, as recommended by the City Engineer, was made by Council Member Yanda and seconded by Council Member Selby.

Mayor McEachern commented that it is a wonderful new facility.

The vote:

AYES: Yanda, Cacini, Wootton, McEachern, Selby

NAYS: None

VOTE: 5-0

MOTION CARRIED

10. Consider a motion to recess as Yukon City Council and convene into Executive Session, for

A) The annual contract review of the City Manager, as provided for in 25 OS 2003, Section 307 (B) (1)

B) The annual contract review of the City Attorney, as provided for in 25 OS 2003, Section 307 (B) (1)

The motion to recess as Yukon City Council and convene into Executive Session, for: A) The annual contract review of the City Manager, as provided for in 25 OS 2003, Section 307 (B) (1) and B) The annual contract review of the City Attorney, as provided for in 25 OS 2003, Section 307 (B) (1), was made by Council Member Cacini and seconded by Council Member Selby.

The vote:

AYES: Selby, McEachern, Cacini, Yanda, Wootton

NAYS: None

VOTE: 5-0

MOTION CARRIED

11. Consider a motion to adjourn from Executive Session and reconvene as Yukon City Council

The motion to adjourn from Executive Session and reconvene as Yukon City Council, was made by Council Member Cacini and seconded by Council Member Selby.

The vote:

AYES: McEachern, Cacini, Selby, Yanda, Wootton

NAYS: None

VOTE: 5-0

MOTION CARRIED

Mayor McEachern read the following statement: While in Executive Session, only the items on the agenda were discussed, no action was taken, and no votes were cast.

12. New Business – No new business

13. Council Discussion

Council Member Yanda congratulated Council Member Elect Gilliland. Thanked the auditors, Jim and City employees for all their hard work. Thanked Larry Taylor for his service to Yukon.

Council Member Wootton congratulated Mr. Gilliland. Thanked Mr. Taylor for his service and welcomed the newly appointed board members.

Council Member Cacini thanked the City staff for all their hard work and thanked all the students for attending the meeting.

Council Member Selby thanked Mr. Taylor for his service and welcomed the new board members.

Mayor McEachern stated the financial comeback has been spectacular, he thanked Mr. Crosby and the City employees. He thanked Mr. Taylor, welcomed the new board members and gave an upcoming events recap.

14. Adjournment



Doug Shivers, City Clerk



Michael McEachern, Mayor

