

**CITY OF CATOOSA  
CITY COUNCIL  
MINUTES OF AUGUST 28, 2023  
REGULAR MEETING**

**I. Meeting convened:**

**A. Call to Order:** A regular meeting of the City Council of the City of Catoosa was held and called to order by Mayor Greg Williams at 6:08 p.m. on Monday, the 28th day of August 2023 at Catoosa City Hall, 214 S. Cherokee Street, Catoosa, Oklahoma 74015. The meeting was held in compliance with the Oklahoma Open Meeting Act and was posted in accordance therewith at least 24 hours in advance at City Hall for the purpose of discussion, consideration, and possible action on the following agenda items.

**B. Invocation:** Catoosa Police Department Chaplain, Rev. Westin Baker

**C. Pledge of Allegiance:** Mayor Greg Williams

**D. Roll Call:** The following council members were **present** for this meeting: Member at Large Councilor, and Vice-Mayor, Jonnie Mott; Ward #6, Councilor Teresa O'Donnell; Ward #4, Councilor Fred Williams; Ward #3, Councilor and Mayor, Greg Williams; Ward #2, Councilor Thomas Sweet; and Ward #1, Councilor Brenda Conley.

The following council member was **absent** for this meeting: Ward #5, Councilor Kyle Gibson.

The following staff members were present for this meeting: John Blish, City Manager; Vicky Sutton, City Clerk; Jamie Scrivner, Finance Director; Denus Benton, Fire Chief; Andy Wimberley, Assistant Police Chief; City Engineer Brian Kellogg, of Kellogg Engineering; and City Attorney Eric Wade, of Rosenstein, Fist & Ringold.

**E. Public Comments:** NONE

## **II. Consent Agenda:**

**Information:** Consideration and appropriate action relating to a request for City Council approval of the Consent Agenda:

- 1) Approval of Minutes of the **August 14, 2023**, Regular Meeting
- 2) Approval of Minutes of the **August 17, 2023**, Special Meeting
- 3) Approval of Minutes of the **August 17, 2023**, Special Meeting
- 4) Approval of Minutes of the **August 23, 2023**, Special Meeting
- 5) Approval of Regular and Prepaid Claims
- 6) Approval of Financial Statements for July 2023
- 7) Reappointment of John Blish to serve as an alternate for Thomas Sweet on the INCOG Board of Directors and General Assembly
- 8) Reappointment of John Blish to serve as an alternate for Thomas Sweet on the Grand Gateway Board of Directors for 2023

A motion was made by **Brenda Conley** and seconded by **Fred Williams** to approve the consent agenda. The motion **passed** with the following votes:

Brenda Conley-aye	Fred Williams-aye
Thomas Sweet-aye	Teresa O'Donnell-aye
Mayor Greg Williams-aye	Vice-Mayor Jonnie Mott-aye

**III. Items Removed from Consent Agenda:** There were no items removed from the consent agenda.

## **IV. Agenda Items:**

### **Item #1: Rogers County Tourism Co-op Appointment**

A motion was made by **Brenda Conley** and seconded by **Jonnie Mott** to appoint John Blish to serve as the Catoosa representative and Ronna Montgomery, Executive Director, Catoosa Chamber of Commerce as the alternate on the Rogers County Tourism Co-op board. The motion **passed** with the following votes:

Brenda Conley-aye	Fred Williams-aye
Thomas Sweet-aye	Teresa O'Donnell-aye
Mayor Greg Williams-aye	Vice-Mayor Jonnie Mott-aye

### **Item #2: To Declare Certain Equipment Surplus – Police Department**

A motion was made by **Brenda Conley** and seconded by **Thomas Sweet** to surplus one (1) Mossberg, 12 gauge, 18 and a half inch cylinder bore shotgun, serial number V1051956, police department designation 19-10 with short Hogue stock and interchangeable long stock, patrol sling, TacStar sidesaddle, Mossberg gun lock and toolkit to be presented to retired Sergeant Greg Faxon after 24 years of service to the City of Catoosa and the Catoosa Police Department.

The motion **passed** with the following votes:

Brenda Conley-aye	Fred Williams-aye
Thomas Sweet-aye	Teresa O'Donnell-aye
Mayor Greg Williams-aye	Vice-Mayor Jonnie Mott-aye

**Item #3: Award Bid – Spunky Creek Addition Storm Culvert Replacement Project**

A motion was made by **Jonnie Mott** and seconded by **Fred Williams** to award the bid for the Spunky Creek Addition Culvert Replacement Project in the amount of \$31,800.00 to American Concrete, Inc., the lowest responsible bidder, subject to required bonds and insurance, City Attorney review and approval, and authorize the Mayor to execute the contract documentation. The motion **passed** with the following votes:

Brenda Conley-aye	Fred Williams-aye
Thomas Sweet-aye	Teresa O'Donnell-aye
Mayor Greg Williams-aye	Vice-Mayor Jonnie Mott-aye

**Item #4: Proposed Change Order No. 10 – Hamby-Lynch Public Safety Complex**

A motion was made by **Teresa O'Donnell** and seconded by **Jonnie Mott** to approve Prime Contract Change Order No. 10 for the Hamby-Lynch Public Safety Complex in an amount not to exceed \$3,012.15 to be paid from the project contingency fund. The motion **passed** with the following votes:

Brenda Conley-aye	Fred Williams-aye
Thomas Sweet-aye	Teresa O'Donnell-aye
Mayor Greg Williams-aye	Vice-Mayor Jonnie Mott-aye

**Item #5: Proposed Change Order No. 11 – Hamby-Lynch Public Safety Complex**

A motion was made by **Teresa O'Donnell** and seconded by **Fred Williams** to approve Prime Contract Change Order No. 11 for the Hamby-Lynch Public Safety Complex in an amount not to exceed \$6,306.56 to be paid from the project contingency fund. The motion **passed** with the following votes:

Brenda Conley-aye	Fred Williams-aye
Thomas Sweet-aye	Teresa O'Donnell-aye
Mayor Greg Williams-aye	Vice-Mayor Jonnie Mott-aye

**Item #6: Pay Request No. 9 Hamby-Lynch Public Safety Complex Construction Management**

A motion was made by **Jonnie Mott** and seconded by **Teresa O'Donnell** to approve Pay Request No. 9 from Myers-Cherry Construction, LLC for the Hamby-Lynch Public Safety Complex construction management in the amount of \$659,427.25. The motion **passed** with the following votes:

Brenda Conley-aye	Fred Williams-aye
Thomas Sweet-aye	Teresa O'Donnell-aye
Mayor Greg Williams-aye	Vice-Mayor Jonnie Mott-aye

**Item #7: Settlement on Wrecked 2018 Chevrolet Silverado Pickup-Maintenance Vehicle VIN #141631**

A motion was made by **Brenda Conley** and seconded by **Thomas Sweet** to approve repairing the Maintenance vehicle listed as 2018 Chevrolet Silverado Pickup VIN#141631 in the amount of \$5,170.94, complete the “Proof of Loss” form less the deductible of \$500.00 for a Total Amount of \$4,670.94. The motion **passed** with the following votes:

Brenda Conley-aye	Fred Williams-aye
Thomas Sweet-aye	Teresa O’Donnell-aye
Mayor Greg Williams-aye	Vice-Mayor Jonnie Mott-aye

**Item #8: Settlement on Windstorm Damaged Properties-Date of Loss-June 9, 2023, Claim No. 213051-BD**

A motion was made by **Brenda Conley** and seconded by **Thomas Sweet** to approve completing the “Proof of Loss” statement in the amount of \$21,563.47 less the deductible of \$2,500.00 for a Total Amount of \$19,063.47 for the windstorm damage occurring on June 9, 2023, to the properties described below:

1. Site 7, Building 1, Maintenance Building-204 N. Shawnee Street-Garage Door: \$3,133.55
2. Site 16, Building 1, House/Dwelling-106 S. Delaware Street-Roof: \$9,867.56
3. Site 16, Building 2, Detached Storage Bldg-106 S. Delaware Street-Roof: \$8,562.36

The motion **passed** with the following votes:

Brenda Conley-aye	Fred Williams-aye
Thomas Sweet-aye	Teresa O’Donnell-aye
Mayor Greg Williams-aye	Vice-Mayor Jonnie Mott-aye

**Item #9: Settlement on Windstorm Damaged Properties-Date of Loss-June 18, 2023, Claim No. 213151-1-BD**

A motion was made by **Jonnie Mott** and seconded by **Brenda Conley** to approve completing the “Proof of Loss” statement in the amount of \$17,704.81 less the deductible of \$2,500.00 for a Total Amount of \$15,204.81 for the windstorm damage occurring on June 18, 2023, to the properties described below:

1. Site 3, Building 1, City Annex-101 W. Denbo Street-Awning: \$2,614.58
2. Site 12, Building 1, Animal Control-421 S. Cherokee Street-Roof: \$10,711.71
3. Site 11, Building 1, PWA Annex-103 W. Denbo Street -Roof: \$3,999.17
4. Site 1, Building 1, Fire Station-100 S. Cherokee Street-Lights: \$379.35

The motion **passed** with the following votes:

Brenda Conley-aye	Fred Williams-aye
Thomas Sweet-aye	Teresa O’Donnell-aye
Mayor Greg Williams-aye	Vice-Mayor Jonnie Mott-aye

**V. New Business:** There was no new business.

**VI. City Manager Report:** John Blish, City Manager informed the City Council of the following:

- The Hamby Lynch complex had three generators stolen; in the process they did some damage to the interior and exterior portions of the building. The police department is actively working on the case and has received some anonymous leads, so hopefully will be able to pursue those.
- The city maintenance department has been working in Rolling Hills to clear the creek between 193rd and back around to Admiral. They are working on removing the trees but one thing they're having issues with is removing the silt from around and under the bridge. Hopefully, they will have that completed within the next couple of weeks. Removing the trees and the debris from the area behind the houses affected will make a huge difference.
- Last Monday, I had a meeting with Fire Chief Benton, Jamie, Vicky, and Rogers County Emergency Management to discuss our request for public assistance through the state and FEMA. We are registered on their websites. We are submitting our losses which include our time, effort, equipment, etc. that was necessary; even though some of those efforts are continuing at this time. Hopefully, we will know something soon regarding the reimbursements; we must have that turned in by the 18th.
- The boat ramp is closed off at Rogers Point. The Corp of Engineers has been out there the last month actively dredging around the boat ramp towards the bridge. I am not sure how far they've gotten; I know they are parked in front of the boat ramp. The fire department had to medically assist someone on one of the barges.
- We are working on Marshall Street; Brian is establishing a cost analysis because we have two natural aquifers in that area that drain constantly to the street. That is the reason the streets there are so bad, you can only patch the area so many times. Brian is gathering a cost analysis for us to put some type of a drain behind the curbing where the aquifers come in to 161st and back into the ditch where they need to go. They were dried up last week when I checked, but I'm not sure if they have started to leak again; people assume that it's a water leak with the City of Tulsa.
- We are still taking applications for City Planner and Code Enforcement positions. I went out last Thursday and identified twenty different places in the city that we have been actively working on either for grass, debris, or junk. We have been asking if they need any help with the debris. We have someone that was hired through Rogers County and are actively driving around the county picking up debris from the curb.

**VII: Council Comments: NONE**

**VIII: Adjourn:**

A motion was made by **Brenda Conley** and seconded by **Fred Williams** to adjourn.

The motion passed with the following votes: **(6:30 PM)**

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|-------------------------|----------------------------|
| Brenda Conley-aye       | Fred Williams-aye          |
| Thomas Sweet-aye        | Teresa O'Donnell-aye       |
| Mayor Greg Williams-aye | Vice-Mayor Jonnie Mott-aye |

Approved on this \_\_\_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_\_  
**Vicky Sutton, City Clerk**

\_\_\_\_\_  
**Greg Williams, Mayor**