



P.O. BOX 850 | COWETA, OKLAHOMA 74429 | PH. (918) 486-2189 | FAX (918) 486-5366 | [www.cityofcoweta-ok.gov](http://www.cityofcoweta-ok.gov)

AGENDA - REGULAR MEETING  
COWETA CITY COUNCIL  
COWETA CITY HALL, 310 S. BROADWAY  
MONDAY, JANUARY 6, 2020 6:00 P.M.

**MEETING PROCEDURE:** Comments on all scheduled agenda items will be heard immediately following the presentation by staff or the petitioner. Please wait until you are recognized by the Mayor and keep your comments as brief as possible. Individuals addressing the City Council must identify themselves by name prior to making any comments. The City Council will act on an agenda item after comments from staff and the City Council have been heard.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL  
EVETTE MORRIS \_\_\_\_\_  
HAROLD CHANCE \_\_\_\_\_  
NAOMI HOGUE \_\_\_\_\_  
LOGAN BROWN \_\_\_\_\_  
RANDY WOODWARD \_\_\_\_\_
- IV. GENERAL CITY COUNCIL COMMENTS  
(During the General City Council Comments section of the agenda, the City Council shall make no decision or take any action except as to request the City Manager to schedule the matter for Council discussion at a later date.)
- V. CONSENT  
(All matters under the "Consent Calendar" are considered by the City Council to be routine and will be enacted by one motion. Any Councilmember may, however, remove an item from consent by request.)
  1. Approval of the Minutes of the Regular Meeting  
Approval of the minutes of the Coweta City Council Regular Meeting held on December 2, 2019  
  
Documents:  
  
[191202 MINUTES OF THE COWETA CITY COUNCIL.PDF](#)
  2. 2020 Holiday Schedule - Revised  
Approval of the revised 2020 holiday schedule for the City of Coweta.  
  
Documents:  
  
[200106 STAFF REPORT HOLIDAY CALENDAR.PDF](#)  
[HOLIDAY SCHEDULE 2020.PDF](#)
  3. Cemetery Pavillion  
Approval of a continuance for the following item to the February 3, 2020 meeting: approval of a proposal from Coweta Barn Company for improvements to the pavilion at Vernon Cemetery in an amount not to exceed Nineteen Thousand Dollars (\$19,000.00); this item was continued from the November 4, 2019 meeting.

## VI. OLD BUSINESS

### 1. Acceptance of Infrastructure Improvements for Stonebrook Subdivision

Discussion and possible action on the adoption of Resolution 2020-02, a resolution of the City Council of the City of Coweta, Oklahoma accepting certain public infrastructure improvements required by the City of Coweta's Subdivision Regulations as constructed by the owner of the Stonebrook Subdivision, located at the Northwest corner of 285th E. Avenue and 151st St, South in part of the Southeast Quarter of Section 13, Township 17 North, Range 15 East of the Indian Base and Meridian, City of Coweta, Wagoner County, Oklahoma.  
(Chip Cohrs, Community Development Director)

Documents:

[200106 STAFF REPORT STONEBROOK INFRASTRUCTURE.PDF](#)  
[RESOLUTION 2020-02 STONEBROOK INFRASTRUCTURE.PDF](#)  
[REQUEST FOR ACCEPTANCE.PDF](#)

### 2. Selection of Bridge Inspectors

Discussion and possible action on the adoption of Resolution 2020-01, a resolution of the City Council of the City of Coweta, Oklahoma requesting the Oklahoma Department of Transportation to select the qualified engineering consultant to perform routine local government bridge safety inspections for the City of Coweta.  
(Roger Kolman, City Manager)

Documents:

[200106 RESOLUTION ON BRIDGE INSPECTIONS.PDF](#)

### 3. Resolution Supporting EDA Grant Application

Discussion and possible action on the adoption of Resolution 2020-03, a resolution of the City Council of the City of Coweta, Oklahoma supporting an application for grant funding through the U.S. Department of Commerce Economic Development Administration related to the expansion of sanitary sewer service along the south side of Highway 51 to support a new campus for the Indian Capital Technical Center in Coweta.  
(Roger Kolman, City Manager)

Documents:

[RESOLUTION 2020-03 APPLICATION FOR EDA GRANT FUNDING.PDF](#)

## VII. NEW BUSINESS

(Business which was not foreseen prior to the posting of the agenda.)

## VIII. ADJOURNMENT

**IF YOU REQUIRE A SPECIAL ACCOMMODATION PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PLEASE NOTIFY CITY HALL BY 9:00 A.M. ON THE DATE OF THE MEETING.**

**MINUTES OF THE COWETA CITY COUNCIL REGULAR MEETING  
DECEMBER 2, 2019 6:00 P.M.**

The members of the Coweta City Council met in regular session on Monday, December 2, 2019 at 6:00 p.m. in the Coweta City Hall, 310 S Broadway, Coweta, Oklahoma.

**COUNCILMEMBERS PRESENT:** Evette Morris, Harold Chance, Naomi Hogue, Logan Brown, Randy Woodward.

**COUNCILMEMBERS ABSENT:** None.

**I. CALL TO ORDER**

The meeting was called to order by Mayor Morris.

**II. Pledge of Allegiance given**

**III. ROLL CALL**

Roll call taken. Councilmembers were present and absent as shown above.

**IV. GENERAL CITY COUNCIL COMMENTS**

Roger Kolman, City Manager, reminded the audience of the Coweta Christmas parade on Saturday, December 7<sup>th</sup> at 6:00 p.m., followed by the Tree Lighting Ceremony in Centennial Park.

Coweta Fire Chief Greg Edwards announced the promotion of James Potter to Fire Captain, Jeff Waller to Fire Lieutenant and Greg Gilliam to Fire Corporal.

**V. CONSENT**

Motion by Harold Chance, second by Logan Brown to approve the consent calendar items:

1. Minutes of the Coweta City Council Regular Meeting held on November 4, 2019.
2. Approval of a continuance of the following item to the January 6, 2020 meeting: approval of a proposal from Coweta Barn Company for improvements to the pavilion at Vernon Cemetery in an amount not to exceed Nineteen Thousand Dollars (\$19,000.00).
3. Acknowledgement of the receipt of a letter from the property owner withdrawing the application for rezoning property in accordance with CZ 19-04.
4. Approval of a Marketing Agreement with Utility Service Partners Private Label, Inc. pertaining to certain private service line warranty agreements to be marketed to Coweta utility customers

Aye: Harold Chance  
Logan Brown  
Randy Woodward

**MINUTES OF THE COWETA CITY COUNCIL REGULAR MEETING  
DECEMBER 2, 2019 6:00 P.M.**

Evette Morris  
Naomi Hogue

**VII. OLD BUSINESS**

**1. Amendment to Ordinance 790 regarding PUD-R 17-02**

Chip Cohrs, City Engineer, presented information on an amendment to Ordinance 790, creating a Planned Unit Development Overlay (PUD-R 17-02). Mr. Cohrs explained that the PUD would change the zoning of Lot 1 Block 4 of the Saddle Creek Estates subdivision from RS-1 (Residential Single Family) to CG (General Commercial).

Motion by Randy Woodward, second by Harold Chance to adopt amendments to Ordinance 790, creating a Planned Unit Development Overlay (PUD-R 17-02) and rezoning Lot 1 Block 4 of the Saddle Creek Estates subdivision from RS-1 (Residential Single Family) to CG (General Commercial).

Aye: Randy Woodward  
Harold Chance  
Naomi Hogue  
Logan Brown  
Evette Morris

**2. Declaration of an Emergency Ordinance 790 (amended)**

Motion by Harold Chance, second by Logan Brown declaring an emergency regarding Ordinance 790 (amended), making it effective immediately upon passage and approval.

Aye: Harold Chance  
Logan Brown  
Randy Woodward  
Evette Morris  
Naomi Hogue

**3. Ordinance 827 Amending the Zoning Map for CZ-19-06**

Chip Cohrs presented information on amending the zoning map to rezone a tract of land in the Midway Industrial Park located at 10725 South 257th East Avenue. The present zoning classification is CG (General Commercial) district. The request is to change the zoning to IL (Light Industrial) district. The property is currently used by an electrical and mechanical process equipment supplier, which is allowable in a Light Industrial district. This rezoning will allow the existing use to be consistent with the property zoning.

Motion by Harold Chance, second by Randy Woodward to adopt Ordinance 827, amending the Zoning Map for CZ-19-06.

**MINUTES OF THE COWETA CITY COUNCIL REGULAR MEETING  
DECEMBER 2, 2019 6:00 P.M.**

Aye: Harold Chance  
Randy Woodward  
Evette Morris  
Naomi Hogue  
Logan Brown

**4. Declaration of an Emergency Ordinance 827**

Motion by Evette Morris, second by Logan Brown declaring an emergency regarding Ordinance 827, making it effective immediately upon passage and approval.

Aye: Evette Morris  
Logan Brown  
Randy Woodward  
Harold Chance  
Naomi Hogue

**5. City of Coweta Monument Sign**

Roger Kolman presented a proposal from Boulder Design to design and erect a monument sign to be located south of the intersection of State Highway 51 and East 111th Street South. Mr. Kolman presented renderings of the proposed design and explained that because the sign is to be located in the right of way of Highway 51, a landscaping agreement with the Oklahoma Department of Transportation is also necessary.

Motion by Harold Chance, second by Randy Woodward to approve the agreement with Boulder Design in the amount of \$13,133 and authorize the Mayor to execute a landscaping agreement with the Oklahoma Department of Transportation.

Aye: Harold Chance  
Randy Woodward  
Evette Morris  
Naomi Hogue  
Logan Brown

**6. Quit Claim Deed**

Roger Kolman discussed the need to transfer ownership of the Mission Bell Museum property located at 204 S. Bristow Avenue from the City of Coweta to the Coweta Industrial Development Authority.

Motion by Harold Chance, second by Evette Morris to authorize the Mayor to sign a Quit Claim deed for property located at 204 S. Bristow Avenue from the City of Coweta to the Coweta Industrial Development Authority.

**MINUTES OF THE COWETA CITY COUNCIL REGULAR MEETING  
DECEMBER 2, 2019 6:00 P.M.**

Aye: Harold Chance  
Evette Morris  
Naomi Hogue  
Logan Brown  
Randy Woodward

**VIII. NEW BUSINESS**

There was no new business.

**IX. ADJOURNMENT**

Mayor Morris adjourned the meeting at 6:25 p.m.

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Evette Morris, Mayor

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Julie Casteen, City Clerk



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## Memorandum

To: Honorable Mayor and City Council

From: Julie Casteen, Assistant City Manager

Re: Revised Holiday Schedule for 2020

Date: January 3, 2020

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### **BACKGROUND**

The 2020 Holiday Schedule approved on November 4, 2019 contained an error on the date for Good Friday. The correct date is April 10, 2020.

### **STAFF RECOMMENDATION**

Staff recommends approval of the revised 2020 Holiday Schedule.

### **Attachments:**

2020 Holiday Schedule

**CITY OF COWETA/COWETA PUBLIC WORKS AUTHORITY  
2020 HOLIDAY SCHEDULE**

January 1, 2020 (Wednesday)	New Year's Day
February 17, 2020 (Monday)	President's Day
April 10, 2020 (Friday)	Good Friday
May 25, 2020 (Monday)	Memorial Day
July 3, 2020 (Friday)	Independence Day
September 7, 2020 (Monday)	Labor Day
November 11, 2020 (Wednesday)	Veteran's Day
November 26, 2020 (Thursday)	Thanksgiving Day
November 27, 2020 (Friday)	Day after Thanksgiving
December 24, 2020 (Thursday)	Christmas Eve
December 25, 2020 (Friday)	Christmas Day

**THERE WILL BE NO TRASH SERVICE ON THE ABOVE DATES**



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## Memorandum

To: Honorable Mayor and City Council  
From: Wm. H. Cohrs, III, PE, City Engineer  
Re: Stonebrook Subdivision Infrastructure  
Date: November 4, 2019

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### **BACKGROUND**

Stonebrook is a subdivision of part of the Southeast Quarter of Section 13 Township 17 North, Range 15 East of the Indian Principal and Meridian in Coweta, Oklahoma. The final plat for Stonebrook Subdivision was approved by the Coweta Planning Commission, City Council and filed for record with the Wagoner County Clerk in December 2019. Infrastructure has now been constructed and completed. Acceptance testing has been conducted and approved. The developer has submitted "Record Drawings" of the infrastructure to my office and is now requesting that City Council accept the infrastructure, at which time the clock starts for the two-year maintenance bond.

### **STAFF RECOMMENDATION**

Staff would recommend acceptance of the Infrastructure for Stonebrook Subdivision.

### **ATTACHMENTS**

1. Letter of Request from Developer, 2. Resolution No. 2020-002

**RESOLUTION NO. 2020-02**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COWETA, OKLAHOMA ACCEPTING AS DEDICATED PUBLIC IMPROVEMENTS CERTAIN INFRASTRUCTURE IMPROVEMENTS REQUIRED BY THE CITY OF COWETA'S SUBDIVISION REGULATIONS AS CONSTRUCTED BY THE OWNER OF STONEBROOK, A SUBDIVISION WITHIN THE CITY OF COWETA, OKLAHOMA.**

**WHEREAS**, certain public improvements, to include: water lines, sanitary sewer lines; storm sewer systems; easements and street improvements have been constructed in Stonebrook a Subdivision within the City of Coweta, Oklahoma; and,

**WHEREAS**, the design and construction of those on-site public improvements meet the requirements of the City of Coweta's Subdivision Regulations; and,

**WHEREAS**, the City Engineer has received and reviewed the As-Built Construction Plans (Record Drawings), for those on-site public improvements; and,

**WHEREAS**, the City has received the two-year maintenance bonds required by the City of Coweta's Subdivision Regulations related to those on-site public improvements; and,

**WHEREAS**, the Subdivision Regulations require that all public improvements be formally accepted by the Coweta City Council by resolution or ordinance.

**THEREFORE, BE IT RESOLVED** by the City Council of the City of Coweta that the water lines, sanitary sewer lines, storm sewer systems, easements and street improvements in Stonebrook Subdivision are formally accepted by the City of Coweta as public infrastructure.

This Resolution is approved in open meeting by the City Council of the City of Coweta on this 6th day of January 2020

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Evette Morris, Mayor

ATTEST:

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Julie Casteen, City Clerk

APPROVED:

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Ronald D. Cates, City Attorney

# **COOK & ASSOCIATES ENGINEERING, INC**



Engineering    Surveying    Geotechnical    Construction Management  
1486 East Poplar St.  
Fort Gibson, OK 74434  
918.478.3930 Office  
918.478.5498 Fax  
CA 4479 Exp 06.30.20

December 4, 2019

**City of Coweta**  
**Box 850**  
**310 South Broadway**  
**Coweta, OK 74429**

RE: Request for acceptance of Stonebrook infrastructure

City of Coweta City Council,

We would like to request on behalf of our client, H2 Investment Properties, LLC, that the City of Coweta accept the Stonebrook infrastructure. The construction on all of the infrastructure has been completed.

1222 LF of waterline  
1759 LF of sanitary sewer  
557 LF of roadway

If you have any questions regarding the contents of this letter, or if we can be of further assistance, please do not hesitate to contact us. Thank you.

Sincerely,

**Kathleen Church, P.E.**  
**Director of Engineering**  
**Cook & Associates Engineering, Inc.**

**RESOLUTION NO. 2020-01**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COWETA, OKLAHOMA REQUESTING THAT THE OKLAHOMA DEPARTMENT OF TRANSPORTATION SELECT A QUALIFIED CONSULTANT TO PERFORM BRIDGE SAFETY INSPECTIONS ON BRIDGES WITHIN COWETA'S CORPORATE LIMITS.**

**WHEREAS**, the Oklahoma Department of Transportation ('ODOT') administers a federally funded program to ensure that Oklahoma bridges owned by local levels of government receive annual safety inspections, and

**WHEREAS**, ODOT has prequalified certain consulting firms that can perform safety inspections in accordance with National Bridge Safety Standards; and

**WHEREAS**, the staff of ODOT is qualified to select consultants to perform such bridge safety inspections.

**THEREFORE, BE IT RESOLVED** by the City Council of the City of Coweta, Oklahoma that:

**Section 1.** The City of Coweta hereby requests that the Oklahoma Department of Transportation select a qualified consultant to perform bridge safety inspections on bridges within the corporate limits of the City of Coweta, Oklahoma.

This Resolution is approved in open meeting by the City Council of the City of Coweta on this 6th day of January 2020.

\_\_\_\_\_  
Evette Morris, Mayor

ATTEST:

\_\_\_\_\_  
Julie Casteen, City Clerk

APPROVED:

\_\_\_\_\_  
Ronald D. Cates, City Attorney

**RESOLUTION NO. 2020-03**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COWETA,  
OKLAHOMA AUTHORIZING APPLICATION FOR FUNDING THROUGH THE U.S.  
DEPARTMENT OF COMMERCE ECONOMIC DEVELOPMENT  
ADMINISTRATION'S FY 2019 DISASTER RECOVERY GRANT PROGRAM**

**WHEREAS**, the City of Coweta is seeking to strengthen and promote workforce development and diversification by providing public infrastructure critical to the development of an Indian Capital Technology Center campus in Coweta: and,

**WHEREAS**, the City of Coweta is not currently financially capable of providing the public infrastructure necessary for location of the Indian Capital Technology Center campus in Coweta which will provide jobs and strengthen the Community; and,

**WHEREAS**, it is in the best interests of the citizens of the City of Coweta to expedite the preparation and submission of an application for financial assistance from the U.S. Department of Commerce Economic Development Administration in the form of a grant to help facilitate the design and construction of the public infrastructure necessary to serve the Indian Capital Technology Center campus.

**THEREFORE, BE IT RESOLVED** by the City Council of the City of Coweta that the Mayor is authorized to execute an application and related documents necessary to file and process a grant application with the U.S. Department of Commerce Economic Development Administration on behalf of the City of Coweta.

This Resolution is approved in open meeting by the City Council of the City of Coweta on this 6th day of January 2020

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Evette Morris, Mayor

ATTEST:

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Julie Casteen, City Clerk

APPROVED:

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Ronald D. Cates, City Attorney