Perry Carnegie Library Board

Agenda – Regular Meeting

October 21, 2024 @ 6:15 P.M.
Municipal Building | 729 Cedar Street, Perry, Oklahoma 73077

Meeting Called to Order
Roll Call
Declaration of Quorum
Invocation

All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to **amendment,** including additions and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same **amendment** language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item. The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the governing body may refer the matter to the Head Librarian, City Manager, staff, attorney or to Perry City Council.

Agenda items are for discussion and whatever further action the Library Board deem necessary or advisable todischarge their constitutional and statutory powers of government.,

1. Consent Agenda

All items listed under the consent agenda are deemed non-controversial and routine in nature by the governing body. They will be approved by one motion of the Board. The items on the consent agenda will not be discussed. Any member of the Board desiring to discuss an item on the consent agenda may request that it be removed from the consent agenda and placed in its proper order on the regular agenda. It will then be considered at that time.

A. Approve minutes of the Perry Carnegie Library Board Meeting of July 15, 2023.

B. Acknowledge Librarian's July, August, and September 2024 Reports for the Perry Carnegie Library and Statistics Reports for July through September 2024.

2. Consider Items Removed from the Consent Agenda for Discussion.

3. Consider and Act on items removed from the Consent Agenda, if any.

4. Comments from Those Assembled.

5. Presentation of Oral Quarterly Report on Library Usage and Statistics on Perry Carnegie Library by Pam Rigg, Head Librarian.

6. Consider Approval of the Programming and Book Signing Policies for the Perry Carnegie Library.

Background: Pam Riggs will address the need and rationale for these new policies.

Attachment: Programming and Book Signing Policies for the Perry Carnegie Library.

Recommendation: Approval

7. **Consider Approval of the Volunteer Policy for the Perry Carnegie Library.**

Background: Pam Riggs will address the need and rationale for these new policies.

Attachment: Volunteer Policy for the Perry Carnegie Library.

Recommendation: Approval

8. **New Business.** As used herein, shall mean any matter not known about or which couldnot have been reasonably foreseen prior to the time of posting.

9. **Adjourn.**

Posted at Perry City Hall & Council Chambers & www.cityofperryok.com.

______________________ October 18, 2024 ______ P.M.
Christy Conrad, Secretary

City Council of the City of Perry

Agenda – Regular Meeting

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Roll Call
Declaration of Quorum

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All Agenda Items Are for Discussion and Whatever Further Action the City Council Deem Necessary or Advisable to Discharge Their Constitutional, Home Rule Charter, and Statutory Powers of Government.

1. **Consent Agenda**

   All Items Listed under the Consent Agenda Are Deemed to Be Non-controversial and Routine in Nature by the Governing Body. They Will Be Approved by One Motion of the Governing Body. The Items on the Consent Agenda Will Not Be Discussed. Any Member of the Governing Body Desiring to Discuss an Item on the Consent Agenda May Request That It Be Removed from the Consent Agenda and Placed in its Proper Order on the Regular Agenda. It Will Then Be Considered at That Time.

   A. **Receive and approve the minutes of the Regular City Council meeting of October 7, 2024.**
   B. **Declare certain library materials as surplus property and authorize City Manager to make proper disposal pursuant to the Purchasing Manual.**
   C. **Declare surplus and no longer useful for a municipal purpose the 1993 Boardman Pumper Engine No. 7 Fire Truck and make proper disposal pursuant to the Purchasing Manual.**
   D. **Authorize Turkeys for Thanksgiving and Gift Cards for Christmas for City Employees.**

2. **Items Removed from Consent Agenda for Discussion.**

3. **Consider and act on items removed from the Consent Agenda, if any.**

4. **Comments from Those Assembled Pertaining to Items on the City Agenda or Citizens presenting their concerns or comments.** (Note: Only items listed on the agenda can be discussed between the commentor and the governing body members. If there is any agenda item that any person wishes to address, such

person shall raise their hand to be recognized by the Mayor or other Presiding Officer. Such a person should stand before the podium and shall address their remarks to a specific agenda item. A maximum three (3) minute address by such person may be provided.

For commentors on items not on the agenda, such persons shall be provided a maximum of three (3) minutes, but no discussion should occur between such commentor and the governing body. If discussion is desired, the item should be directed to be placed on the next regular or special agenda. The Mayor or Presiding Officer may provide additional time. This procedure is to ensure that no violation of the Oklahoma Open Meeting Act occurs.

5. **Proclamations, Commendations, Reports, and Inquiries by the Governing Body.** No action may be taken on any report or inquiry made by the governing body during this section of the agenda (unless the item is specifically listed hereinbelow and then action may be taken) and is only for the purpose of identifying issues that may be subject to a future agenda item. Each report given should be for the purpose of informing the other members and the public of the activity of the member or ad hoc, recommendation only committee and in the event discussion is desired, the item should be placed on the next regular or special agenda. This procedure is to ensure that no violation of the Oklahoma Open Meeting Act occurs.

    a. Proclamations
    b. Commendations
    c. Council Reports
        - Ward 1,2,3, and 4 Councilpersons have an opportunity to report any new developments or work performed since the last meeting.
    d. Committee Reports
        - Committee members can make Committees Reports to update the City Council regarding developments in their delegated responsibilities.
    e. Quarterly Report presented by Laura Vollmer, Executive Director of the Main Street of Perry, Inc.

6. **City Manager Remarks on current projects and activities.**

7. **Chief Financial Officer Report on September 2024 Financial Report.**

    Attachment: Financial Report enclosed.

8. **Presentation of the FY 2023 Audit; Acknowledgement Receipt of Audit and Authorize Filing with the State Auditor.**

    Background: CFO will present the FY2023 Audit of the City and its other governmental entities at the meeting.

    Attachment: Audit letter; Audit (emailed out)

    Recommendation: Receive audit presentation, acknowledge receipt and authorize filing with the State Auditor.

9. Matters Pertaining to the 2025 REAP GRANT Application

A. CONSIDER APPROVAL OF RESOLUTION NO. 2024-11 OF THE CITY OF PERRY, OKLAHOMA, AMENDING THE 2022 CAPITAL IMPROVEMENT PLAN OF THE CITY OF PERRY, OKLAHOMA, BY AMENDING SECTION C (FOUND ON PAGE 12) ENTITLED "WATER/SEWER/ELECTRIC" BY ADDING A PROJECT UNDER SUBSECTION C.63 ENTITLED "WATER LINE EXTENSION ON 25TH STREET FOR FURTHER DEVELOPENT" AND CLASSIFYING SUCH PROJECT WITH A DESIGNATION OF "MANDATORY" AND PROVIDING FOR AN ESTIMATED COST BASED ON UPCOMING ENGINEERING QUOTES.

B. CONSIDER APPROVAL OF RESOLUTION NO. 2024-10 OF THE CITY OF PERRY, OKLAHOMA, AMENDING THE 2022 CAPITAL IMPROVEMENT PLAN OF THE CITY OF PERRY, OKLAHOMA, BY AMENDING SECTION C (FOUND ON PAGE 13) ENTITLED "WATER/SEWER/ELECTRIC" BY ADDING A PROJECT UNDER SUBSECTION C.63 ENTITLED "SEWER LINE EXTENSION ON 25TH STREET FOR FURTHER DEVELOPENT" AND CLASSIFYING SUCH PROJECT WITH A DESIGNATION OF "MANDATORY" AND PROVIDING FOR AN ESTIMATED COST BASED ON UPCOMING ENGINEERING QUOTES

C. CONSIDER APPROVAL OF RESOLUTION NO. 2024-12 OF THE CITY COUNCIL OF THE CITY OF PERRY, OKLAHOMA, AUTHORIZING THE APPLICATION FOR FINANCIAL ASSISTANCE FROM THE RURAL ECONOMIC ACTION PLAN (REAP) FUND FOR THE EXTENSION AND UPDATE OF SEWER AND WATER LINES ON 25TH STREET TO PROVIDE FOR DEVELOPMENT WHICH WILL INCLUDE MIXED HOUSING UNITS, RETAIL, AND OTHER COMMERCIAL PROPERTIES AND SETTING OUT THE AMOUNT OF THE PUBLIC/PRIVATE MATCH.

D. CONSIDER APPROVAL OF THE ECONOMIC DEVELOPMENT AGREEMENT FOR THE EXTENSION OF THE WATER AND SEWER LINES ON 25TH STREET TO PREPARE FOR UPCOMING DEVELOPMENT WITH THE GUS E. MALZAHN FAMILY LIMITED PARTNERSHIP.

Background: The 2025 REAP Grant is proposed as providing the monies to match with private monies to provide an extension to the water and sewer lines on 25th street near the Ed Malzahn residence in preparation for upcoming development including retail, commercial, and multi-family units on the site. A resolution to add the project to the Capital Improvement Project list and make it mandatory is presented to improve scoring; the REAP Application and Resolution approving the filing of the Application and the agreement with the Gus E. Malzahn Family Limited Partnership to provide the excess in project funding. The City should consider how much it is willing, in addition to the REAP Grant, to match as local funding for the project additionally it should consider authorizing the City Manager to negotiate and make changes to the project scope and details in order to obtain the grant which is due on October 31, 2024.

Attachment: Resolution 2024-10, Resolution 2024-11, Application for the REAP Grant; Economic Development Agreement; copies of page 7-8 from the CIP Report

10. Consider Making Application for a Rebuild American Infrastructure with Sustainability and Equity ("RAISE") Grant Program for the Overpass Project.

Background: The RAISE Grant, with a filing deadline of January 13, 2025, provides within certain restrictions, 100% of the planning or construction of projects which among other things, promote safety. Attached is the federal circular explaining the project and further information will be provided at the meeting and upcoming meetings about the possibilities of funding through this federal infrastructure grant program.

Attachment: Circular

Recommendation: Take action as deemed appropriate

11. Consider the Adoption of the Resolution to Adopt the Hazard Mitigation Plan

Background: The City has traditionally held mutual aid agreements with the County. This resolution adopts the County's Hazard Mitigation Plan. This plan gives us the ability to tap into FEMA funds in the case of an emergency since the filing of emergencies is done at the county level when it comes to FEMA funding.

Attachment: Hazard Mitigation Plan & Resolution

Recommendation: Approve the adoption of the resolution.

12. Consider the Amendment of the E911 Agreement according to the board's recommendation

Background: The E911 agreement with the Noble County and the E911 Board was agreed to last council meeting. Since that meeting the county has brought to our attention the need to adjust one sentence in the agreement disallowing City use of a non-county owned pole. The new agreement strikes the sentence: "~~Not to allow any other antennas or other equipment on the tower unless the same will not interfere with the City's antennas and equipment necessary for the Service and other communication needs.~~" since the pole in question is not owned by the County and thus cannot be managed by the County. The E911 Board has approved the contract contingent on this adjustment and the county commissioners will approve the contract in their next meeting on October 21, 2024.

Recommendation: Approve adjusted E911 agreement

13. Consider the Appointment by the Mayor of Three Member to fill the Vacancies currently in the Planning Commission.

Background: With the resignation of Jim Franklin and the terms of Mike Umstead and Marvin Dement having ended January 2024. It is necessary to fill these vacancies in the planning commission before the next meeting on October 24, 2024. The three recommended individuals are Kurt Andrews, Elliot Edens and Bethany Bland.

14. **New Business** (matters not known about or which could not reasonably be foreseen prior to the time of posting. (25 O.S. 311A.9).

15. **Consider Convening into Executive Session to: 1) discuss the appraisal and/or purchase of certain real property East of North 5th Street and North of Delaware Street pursuant to Title 25 Section 307.B.3 of the Oklahoma Statutes, as amended, 2) for the purpose of conferring on a matter pertaining to the economic development of the City of Perry, including the creation of a proposal to entice a business to expand its business operation within the corporate limits of the City of Perry, Oklahoma, and within the Perry Industrial Park, if public disclosure of the matter discussed would interfere with the development of proposal and which would promote economic and tourism development (Pursuant To Title 25 Section 307.C.11 of the Oklahoma Statutes, as amended), and 3) to discuss the appraisal and/or purchase of a 20-25 acre tract to sell to a developer for purpose of redevelopment for residential housing and commercial businesses located as close to Interstate 35 as possible pursuant to Title 25, Section 307.B.3 of the Oklahoma Statutes, as amended.**

16. **Reconvene into Regular Session.**

17. **Take any action with respect to the executive session, including but not limited to directing the City Manager and City Attorney to develop a Real Estate Purchase Agreement for the real property and directing the City Manager and City Attorney to prepare an Economic Development Agreement for implementing the economic and tourism development project to be located in the Industrial Park.**

18. **Adjourn.**

Posted at Perry City Hall & Council Chambers. October 18, 2024 _______ P.M.

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Christy Conrad, City Clerk

Board of Trustees of the Perry Municipal Authority

Agenda – Regular Meeting

October 21, 2024 @ 6:15 P.M.
Municipal Building | 729 Cedar Street, Perry, Oklahoma 73077

Meeting Called to Order
Roll Call
Declaration of Quorum

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1. **Consent Agenda**

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   A. **Receive and approve the minutes of the PMA meeting of October 7, 2024.**

2. **Items Removed from Consent Agenda for Discussion.**

3. **Consider and act on items removed from the Consent Agenda, if any.**

4. **Comments from Those Assembled Pertaining to Items on the PMA Agenda or Citizens presenting their concerns or comments.** (Note: Only items listed on the agenda can be discussed between the commentor and the governing body members. If there is any agenda item that any person wishes to address, such person shall raise their hand to be recognized by the Presiding Officer. Such a person should stand before the podium and shall address their remarks to a specific agenda item. A maximum three (3) minute address by such person may be provided. For commentors on items not on the agenda, such persons shall be provided with a maximum of three (3) minutes, but no discussion should occur between such commentor and the governing body. If discussion is desired, the item should be directed to be placed on the next regular or special agenda. The Presiding Officer may provide additional time. This procedure is to ensure that no violation of the Oklahoma Open Meeting Act occurs.

5. **New Business** (matters not known about or which could not reasonably be foreseen prior to the time of posting. (Title 25, Section 311A.9 of the Oklahoma Statutes as amended).

6. **Adjourn**

Posted at Perry City Hall & Council Chambers. October 18, 2024 _______ P.M.

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Christy Conrad, Secretary

Board of Trustees of the Perry Facilities Authority

Agenda – Regular Meeting

October 21, 2024 @ 6:15 P.M.
Municipal Building | 729 Cedar Street, Perry, Oklahoma 73077

Meeting Called to Order
Roll Call
Declaration of Quorum

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A. **Receive and approve the minutes of the PFA meeting of October 7, 2024.**

2. Items Removed from Consent Agenda for Discussion.

3. Consider and act on items removed from the Consent Agenda, if any.

4. Comments from Those Assembled Pertaining to Items on the PFA Agenda or Citizens presenting their concerns or comments. (Note: Only items listed on the agenda can be discussed between the commentor and the governing body members. If there is any agenda item that any person wishes to address, such person shall raise their hand to be recognized by the Presiding Officer. Such a person should stand before the podium and shall address their remarks to a specific agenda item. A maximum three (3) minute address by such person may be provided. For commentors on items not on the agenda, such persons shall be provided with a maximum of three (3) minutes, but no discussion should occur between such commentor and the governing body. If discussion is desired, the item should be directed to be placed on the next regular or special agenda. The Presiding Officer may provide additional time. This procedure is to ensure that no violation of the Oklahoma Open Meeting Act occurs.

5. **New Business** (matters not known about or which could not reasonably be foreseen prior to the time of posting. (Title 25, Section 311A.9 of the Oklahoma Statutes as amended).

6. **Adjourn**

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Christy Conrad, Secretary