

CITY OF SAPULPA
ADMINISTRATION & FINANCE COMMITTEE
Meeting of April 25, 2016

The Administration and Finance Committee of the City of Sapulpa, Oklahoma, met Monday, April 25, 2016, at 6:00 o'clock P.M. in the Sapulpa City Hall, 2nd Floor Conference Room, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Members Present: Reg Green, Chairman
 Louis Martin, Jr., Vice-Chairman
 Mike Hurt
 Alan Jones

Others Present: Finance Director Pam Vann, Manager Pro Tem Rick Rumsey, H. R. Director Becky McGinnis, Fire Chief David Taylor, Deputy Fire Chief Brett Pennington, Sapulpa Herald Andi Long, Vice-Mayor Louis Martin, Jr., Mayor Reg Green, City Councilor Mike Hurt, City Councilor Alan Jones, City Attorney David Widdoes, City Clerk Shirley Burzio

International Association of Fire Fighters Local #194 representatives present: President Levi Coats, Vice-President Chase Johnson, Mylum Ache, Joshua Solis, Wade Zickefoose, Darin Kragel, Chad Tanner, Dee Banks, Greg Barnes

CONSIDER APPROVAL OF MINUTES FROM PREVIOUS MEETING:

Motion was made by Vice-Chairman Louis Martin, seconded by Mr. Mike Hurt, to approve the minutes of the April 18, 2016, Administration and Finance Committee meeting.

Chairman Reg Green called for the vote as follows:

AYE- Reg Green, Mike Hurt, Alan Jones, Louis Martin. NAY-None. Motion carried 4 - 0.

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DISCUSS AND CONSIDER MATTERS RELATIVE TO THE FISCAL YEAR 2016-2017 BUDGET, INCLUSIVE OF A PRESENTATION OF FIRE OPERATIONS BY FIRE CHIEF DAVID TAYLOR:

Fire Chief David Taylor gave an overview of the 1994 comprehensive study of the Sapulpa Fire Department's fire and rescue services by MMA Consulting Group, Inc. He explained the study was done prior to the city's expansion of its current corporate boundaries, which now includes the Town West area and new industrial sites.

Specialized problems mentioned in the study for the fire department were fires, derailments, hazardous materials and route crossing challenges from railroad lines and the turnpike, and the configuration of the city's corporate boundaries due to annexations/de-annexations.

Identified in the study were the different types of incidents the Sapulpa Fire Department must respond to such as residential, commercial, industrial, large public buildings, health care, elderly housing, railways, highways, and hazardous material incidents, requiring the Fire Department to be equipped and prepared to respond to all calls.

The study recommended the Fire Department develop a maximum one minute emergency call handling time at the dispatch desk with a one minute reaction time to get out of the fire stations. It also recommended that the first pumper truck arrive at the fire scene within the first four minutes running time in 90% of the city's corporate area, which at the time of the study the city's municipal boundary was a smaller area than it is to date. Currently, the one minute emergency call handling time at the dispatch desk is not being met.

Another recommendation the 1994 study made was that fire calls be responded to by twelve firefighters plus one incident commander, which was a staffing recommendation issued prior to the city's annexation of the Town West area. The fire department's current minimum staffing level per shift is one battalion chief, four captains, four drivers and six firefighters.

According to Chief Taylor, any further staffing cuts to the fire department places citizens, businesses, industrial areas, and firefighters in a dangerous and unsafe position. In addition, should the fire department's staffing levels not be maintained, ISO ratings will be negatively affected, causing homeowners and business owners to pay more for their insurance premiums. At this time, the city's ISO rating is 3 and an 8B rating for the unincorporated areas.

Fire Chief Taylor concluded by recommending there be a new fire study.

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Deputy Fire Chief Brett Pennington provided each committee member with a report comparing the following fire departments: Sapulpa (population 20,544), Jenks (population 16,924), Bixby (population 20,884), Sand Springs (population 18,906), Glenpool (10,808), and Claremore (18,581).

He explained the Sapulpa Fire Department has a run area of 92 square miles with other cities having smaller run areas: Jenks - 17.7 miles, Bixby - 88 miles, Sand Springs - 68 miles, Glenpool - 23 miles, and Claremore - 30 miles.

Structure fires made during 2015: Sapulpa - 80, Jenks - 5, Bixby - 26, Sand Springs - 35, Glenpool - 19, and Claremore - 30.

Fire department staffing: Sapulpa - 45, Jenks -18, Bixby - 21, Sand Springs - 32, Glenpool - 13, and Claremore - 45.

No action was taken by the committee.

CONSIDER ENTERING INTO EXECUTIVE SESSION TO DISCUSS NEGOTIATIONS CONCERNING EMPLOYEES AND REPRESENTATIVES OF EMPLOYEE GROUPS (25 O.S. SECTION 307(B)(2)):

Motion was made by Vice-Chairman Louis Martin, seconded by Mr. Alan Jones, to approve entering into an executive session to discuss negotiations concerning employees and representatives of employee groups.

Chairman Reg Green called for the vote as follows:

AYE- Reg Green, Mike Hurt, Alan Jones, Louis Martin. NAY-None. Motion carried 4 - 0.

The committee convened into an executive session at 7:20 o'clock P.M.

ADJOURNMENT:

There being no further business, the meeting adjourned.