

CITY OF STILWELL
CITY COUNCIL AGENDA

Regular meeting – Monday April 1, 2019
Stilwell Community Building – 6th & Poplar
5:00 P.M.

Roll Call

Mission Statement:

“The City of Stilwell is committed to providing an attractive, sustainable and secure environment for the enjoyment of residents and visitors. Fulfilling this commitment requires an open approach to business, a cooperative atmosphere in government, and a concern for the health and safety of all our citizens. Our constant goal is realistic innovation coupled with intelligent planning and quality action resulting in a positive and progressive city both now and in the future.”

Comments and Items for Information:

IFI #1 – Code Enforcement Report

IFI #2 – Probationary raises as per policy are being awarded to Dale Dandridge and Chris Creel.

Consent Agenda

1. Approval of minutes of Regular Meeting March 4, 2019.
2. Approval of blanket purchase orders in the sum of \$60,350.00
3. Approval of payment of claims for:
 - a. \$399,330.43 from Fund 10 – General Fund
 - b. \$0.00 from Fund 14 – Library Fund
 - c. \$1,394.08 from Fund 17 – Stilwell Improvement Authority
 - d. \$42,309.65 from Fund 20 – Capital Improvement Fund
 - e. \$5,586.43 from Fund 30 – Street & Alley Fund
 - f. \$0.00 from Fund 90 – Safe Routes
4. Approval of March, 2019, payroll in the sum of \$190,125.55

Regular Agenda

1. Discussion and possible approval of Open Streets sponsored by the Adair County Health Coalition on Saturday June 22, 2019, from 10 to 2:30 between 2nd and 4th streets on Division and blocking 5th street crossover on Division.
2. Discussion and possible approval of Community Clean-up day sponsored by the Adair County Health Coalition on Saturday May 4th with city help on Monday and providing brooms and rakes for workers.
3. Discussion and possible approval regarding Robert’s Funeral Home request that the city set aside plots for people without relatives or whose relatives refuse to make any arrangements – basically set up a Potter’s Field.
4. Discussion and possible approval of purchase by Fire Department of a Bullard Thermal Imager camera with truck charger and one extra battery for \$6663.00 to be paid from an equal increase in Capital Improvement Fund 20-06-645300.
5. Discussion with possible decision to confirm mayoral re-appointment of Marilyn Hill-Russell to the Stilwell Municipal Utility Board/Stilwell Area Development Authority Board.
6. Discussion with possible decision regarding renewal of dues to Oklahoma Municipal League (OML) in the amount of \$4,068.10 for FY 2019-2020.
7. Discussion with possible decision to approve renewal of APTEAN/United Systems software package from 4/1/19 through 3/31/20 at a cost of \$6,260.56 to be paid from an equal increase in General Fund 10-01-614000.

8. Discussion and possible approval of a “Memorandum of Understanding” with the United Keetoowah Band of Cherokee Indians that, in accordance with CFR Part 170.445(g), should the United Keetoowah Band construct a Tribal Transportation Program route (route to be Section Line Road for 0.5 miles south from Hwy 100 Junction), the City of Stilwell agrees to maintain such route as prescribed by law.
9. Discussion and possible approval of Ordinance No. 396: “An Ordinance of the City of Stilwell Concerning Medical Marijuana, Business Regulations and Licensing, Establishing Regulations for Retail Medical Marijuana Establishments, Commercial Marijuana Growing Facilities, Wholesale Marijuana Facilities, Marijuana Storage Facilities; and repealing all ordinances to the contrary”.
10. Discussion with possible decision to adopt, for the immediate preservation of the public peace, health and safety, an emergency clause by reason whereof the provisions of “Ordinance #396” adopted above shall become effective immediately upon passage and approval, all as required by Law.
11. Discussion and possible approval of Ordinance No. 385-2018-A: An Ordinance Amending the Schedule of Permits and Fees in Ordinance 385 to Establish the Values Herein, Effective on the Adoption of Ordinance 396, With All Other Aspects of Ordinance 385 Remaining in Effect.
12. Discussion with possible decision to adopt, for the immediate preservation of the public peace, health and safety, an emergency clause by reason whereof the provisions of “Ordinance #385-2018-A” adopted above shall become effective immediately upon passage and approval, all as required by Law.
13. Discussion and possible approval of a Freedom 5-K run on July 6 following the route of the Strawberry Festival 5-K with approval to put up large temporary signs. The project is sponsored by the Chain Breakers Coalition.
14. Discussion with possible decision to purchase materials for the REAP/Maple Street Project at \$23,000 concrete, \$11,801 pipe, \$2000 gravel, and \$1000 red dirt for a total cost of \$37,801 from Capitol Improvement 20-12-645301.
15. Discussion with possible decision to purchase Paver and Roller for Street Department at a projected cost of \$100,000 requiring a budget adjustment of equal amount to Capitol Improvement Account 20-12-645300.
16. Discussion with possible decision to purchase one Bush Hog BH27 from Williams Tractor, Inc., at a cost of \$3,940 from Capitol Improvement Account 20-12-645300.
17. Discussion with possible decision to contract with Crawford and Associates to provide an annual Performeter report for the City at a cost of \$4,000 to \$5,000 for the first year and \$800 to \$1,000 each year thereafter.
18. Discussion with possible decision to approve enrollment in the LeadsOnline system for the Police Department at a cost of \$2,192 requiring a budget adjustment of equal amount to General Fund account 10-09-614000.
19. Discussion with possible decision to accept \$13,500 from Cherokee Nation to our Police Department, to be added to the Forfeiture and Grants account.
20. Discussion and possible decision to approve Ordinance 373-B: An Ordinance adding Article 3 Section 4 to Stilwell City Ordinance No. 373.

New language Article 3 Section 4:

Section 4: Rules concerning Officer positions.

A. If an Officer of the Department (Chief, Assistant Chief, Captains, Training Officer, Secretary) becomes on report (in the red) for either run attendance or training attendance, the Officer will not receive compensation for the Officer Position that he/she has been voted in.

- B. If an Officer takes a leave of absence extending past one month, the Officer will not receive compensation for the Officer Position.
- C. If an Officer is on report (in the red) and takes a leave of absence, he/she will not receive compensation for Officer pay for one quarter (3 months) after returning from the leave of absence.
- D. If an Officer resigns, is terminated, leaves the department for any reason, the voting members of the Stilwell Fire Department may hold a special election to fill the Officer position for the remainder of the term.
- E. If an Officer takes a leave of absence extending past one month during his term as an officer, the voting members of the Department may appoint an eligible member of the department to hold the Officer position until the Officer returns from the leave of absence or until the annual elections, whichever comes first. The appointed Officer will receive the compensation for the appointed position.

21. Discussion with possible decision to approve department budget adjustments as follows:

- a. \$5,000 addition to Administration General Fund
 - b. \$2,000 addition to Library General Fund
 - c. \$20,000 addition to Park General Fund
 - d. \$5,000 addition to City Clerk General Fund
 - e. \$7,000 addition to Community Building General Fund
 - f. \$4,000 addition to Police Capitol Improvement Fund
 - g. \$30,000 addition to Fire Department Capitol Improvement Fund
 - h. \$50,000 addition to Street General Fund
- for a total of \$89,000 added to General Fund - \$34,000 added to Capitol Improvement.

Possible Executive Session for discussion of Items # as per Title 25 O.S. 307(B)(1).

Possible Return from Executive Session as per Title 25 O.S. 307(B)(1).

22. Discussion with possible decision to confirm Mayoral approval to move Amanda Pritchett from part-time to full-time Police Officer with all benefits at \$14.00 per hour effective March 27, 2019.

23. Discussion and possible decision concerning possible disciplinary action (up to and including possible termination) of Stilwell police officer Rodney Soap.

24. Consideration, discussion and possible approval regarding any matter not known about or which could have not reasonably been foreseen prior to the time of posting (Title 25, O.S. Sec. 311.)

Adjournment

ATTEST:

Jim Spray, Acting Mayor—Council President Larry A, Nettles, City Clerk-Treasurer

Posted: Friday, March 29, 2019 at 2:30 p.m.
 Stilwell Community Building, 6th & Poplar
 Stilwell City Hall, 503 W. Division
 www.cityofstilwell.com