CITY OF STILWELL

CITY COUNCIL AGENDA

Regular meeting – Monday, December 3, 2018

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 – The Library has been awarded the Story Walk™ Grant ($4,000) for Carson Park.

IFI# 3 – We have been awarded a $10,000 grant to be used toward a new Police car.

IFI# 4 – We have been awarded a REAP Grant for $32,562.35 for drainage on East Maple and Cherokee Streets.

IFI# 5 – There will be a special meeting on Monday, December 10, at 5:00 p.m. to finalize our CDBG Grant closeout.

Consent Agenda

1. Approval of minutes of Regular Meeting November 5, 2018.
2. Approval of blanket purchase orders in the sum of $60,350.00
3. Approval of payment of claims for:
   1. $157,258.97 from Fund 10 – General Fund
   2. $0.00 from Fund 14 – Library Fund
   3. $1,394.08 from Fund 17 – Stilwell Improvement Authority
   4. $61,551.54 from Fund 20 – Capital Improvement Fund
   5. $0.00 from Fund 30 – Street & Alley Fund
   6. $0.00 from Fund 90 – Safe Routes
4. Approval of November, 2018, payroll in the sum of $198,153.30

Regular Agenda

1. Discussion with possible decision to approve financial audit for FY 2017-18.
2. Discussion with possible decision to approve Municipal Liability Protection Plan with Oklahoma Municipal Assurance Group (OMAG) to be no more than $43,989.00.
3. Discussion with possible decision to approve payment to the State of Oklahoma Risk Management Department Fire District Program for liability coverage on Fire Stations and equipment for a total of $4,933.82.
4. Discussion with possible decision to accept JAG-LLE-2018-STILWELL CI-00136, a $10,000 grant for partial payment on a new patrol car for the police department.
5. Discussion with possible decision to accept REAP 2018 grant from Eastern Oklahoma Development District in the amount of $32,562.35 for “Street Drainage of approximately 1000’ of ditch and street consisting of culverts, driveway approaches, and drainage channel” on East Maple Street.
6. Discussion with possible decision to approve Property agreement with John and Juanita Lewis for an access road to east Maple Street if needed.
7. Discussion with possible decision to adopt “Ordinance 391: An Ordinance Providing Specific Rules and Regulations Concerning the Maintenance, Availability and Disposal of Municipal Records.”
8. 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 391” adopted above shall become effective immediately upon passage and approval, all as required by Law.
9. Discussion with possible decision to purchase Aramark First Aid packages for the city at a cost of $155.88 for truck kits and $59.96 monthly for supplies maintenance for shop with no set up fee.
10. Discussion with possible decision to approve the placement of a 14 x 80, 3 bedrooms, 2 bath, Mobile Home on Parcel # 0017-26-016-025-0-014-00 which is on North 5th street west of The Muffler Shop that faces Hwy 59 N.
11. Discussion with possible decision to declare the east-west alley from Second to Third Streets and between Maple and Walnut Streets one-way from east to west.
12. Discussion with possible decision to approve Consolidated Schedule for calendar year 2019 with Utility Department schedule to be added at our January meeting.
13. Discussion with possible decision to approve safety stipends for full-time employees & volunteer fire fighters of $500.00 and a $200.00 safety stipend for the part time employees who have worked 30 hours a week for the last 90 days – payments to be made beginning on December 13.

1. Discussion with possible decision to advertise for sealed bids on a one-year contract for “Bypass Mowing” to consist of mowing, edging, and general upkeep for:
   1. Highway 59 from the viaduct north to Marietta School,
   2. Highway 100 West within city limits,
   3. Highway 51 East to the Fairfield turnoff, and
   4. Highway 51 West within city limits.
2. Discussion with possible decision to advertise for sealed bids on a one-year contract for “Cemetery Mowing” to consist of mowing, edging, and general upkeep for the Stilwell City Cemetery.
3. Discussion with possible decision to advertise for sealed bids on a one-year contract for “Stilwell City Buildings” to consist of mowing, edging, and general upkeep for:
   1. Stilwell City Hall,
   2. Stilwell Public Library,
   3. Stilwell Community Building,
   4. Stilwell KCS Depot,
   5. Stilwell Municipal Armory
   6. Stilwell Dog Pound
4. Discussion only on the possibly of privatizing the City Sanitation service.

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).

1. Discussion with possible decision to pay Terry Butler for weekly training sessions for the Street Department at $50 per pay period.
2. Discussion with possible decision to increase salary of Amy Stewart by $2.00 per hour beginning December 3. 2018.
3. Discussion with possible decision to increase salary of Willis Hothouse $50.00 per pay period beginning December 3. 2018.
4. Discussion with possible decision to approve moving part-time employee Thomas Newman to full-time in the Street Department with compensation set at $10.00 per hour and all benefits thereof effective December 3, 2018.
5. Discussion with possible decision to establish salaries for and adopt “Ordinance 392: An Ordinance Providing for an Increase in The Compensation of All Elected Officials in and for The City of Stilwell Repealing All Other Ordinances in Conflict Herewith”.
6. 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:

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

Posted: Friday, November 30, 2018 at 2:30 p.m.

Stilwell Community Building, 6th & Poplar

Stilwell City Hall, 503 W. Division

www.cityofstilwell.com